



COMMITTEE OF THE WHOLE
MONDAY, OCTOBER 07, 2019 – 6:00 PM
CITY HALL BUILDING, COUNCIL CHAMBERS

AGENDA

Council President, John Halverson

Alderpersons: Selena Proksa, Doug Skates, Tim Dunn, Cindy Flower, Shari Straube, Ken Howell and Rich Hedlund

1. Council President Halverson calls the meeting to order
2. Pledge of Allegiance – Ald. Howell
3. Roll Call
4. Approval of Minutes from August 05, 2019 Committee of the Whole Meeting as distributed.
5. Introduction of Stephanie Klett, VISIT Lake Geneva, President & CEO
6. Parking Program Presentation by Sylvia Mullally, Parking Operations Manager
7. Comments from the public as allowed by Wis. Stats. §19.84(2), except for public hearing items. Comments will be limited to 5 minutes. Be further advised that matters brought up at this time may be referred to the appropriate committee or individual for further discussion and consideration.
8. **STANDING COMMITTEE REPORTS.** The following Aldermen will be given the opportunity to make announcements or reports at the meeting in regards to committee activities they have been involved in since the last meeting on behalf of the City, future activities and citizen contacts. It is not contemplated that these matters will be discussed or acted on but referrals to the appropriate committees and/or individuals will be made.
 - a. Finance, License & Regulation Committee, Alderman Howell
 - b. Personnel Committee, Alderman Proksa
 - c. Public Works Committee, Alderman Flower
 - d. Piers, Harbors, & Lakefront Committee, Alderman Skates



9. **COMMITTEE, COMMISSION AND BOARD REPORTS.** The following committee representatives will be given the opportunity to make announcements or reports at the meeting in regards to committee activities they have been involved in since the last meeting on behalf of the City, future activities and citizen contacts. These matters will be required to be placed on the agenda to comply with Wis. Stats.

- a. Utility Commission, Aldermen Hedlund & Flower
- b. Tree Board, Alderman Dunn
- c. Police & Fire Commission, Alderman Skates
- d. Plan Commission, Alderman Skates
- e. Board of Park Commissioners, Alderman Straube
- f. Library Board, Alderman Halverson
- g. Historic Preservation Commission, Alderman Dunn
- h. Cemetery Board, Alderman Howell
- i. Avian Committee, Alderman Proksa
- j. Tourism Commission, Aldermen Hedlund & Straube

10. **COUNCIL REPRESENTATIVES SERVING ON OTHER BOARDS AND COMMITTEES.** The following committee representatives will be given the opportunity to make announcements or reports at the meeting in regards to committee activities they have been involved in since the last meeting on behalf of the City, future activities and citizen contacts. These matters will be required to be placed on the agenda to comply with Wis. Stats.

- a. VISIT Lake Geneva, Alderman Proksa
- b. Geneva Lake Museum, Alderman Dunn
- c. Lake Geneva Economic Development Corporation, Aldermen Howell & Hedlund
- d. Geneva Lake Environmental Agency, Alderman Skates
- e. Geneva Lakes Family YMCA, Alderman Flower
- f. Geneva Lake Use Committee, Alderman Dunn
- g. Business Improvement District, Alderman Halverson

10. Adjourn

*This is a meeting of the Committee of the Whole.
No official Council action will be taken; however, a quorum of the Council will be present.*

**COMMITTEE OF THE WHOLE MINUTES
MONDAY, AUGUST 05, 2019 – 6:00 PM
CITY HALL BUILDING, COUNCIL CHAMBERS**

Council President Halverson called the meeting to order at 6:00 p.m.

Ald. Hedlund led the Committee in the Pledge of Allegiance.

Roll Call

Present:

Council President, John Halverson, Alderpersons: Doug Skates, Tim Dunn, Cindy Flower, Shari Straube, Ken Howell and Rich Hedlund

Absent:

Selena Proksa, Shari Straube

Approval of Minutes from July 01, 2019 Committee of the Whole Meeting as distributed.

Ald. Skates motion to approve the July 01, 2019 minutes, second by Howell. Motion carried 6-0.

Motion by Ald. Skates to table the presentation by Shawn Kelly, Landscape Architect, UW-Madison regarding Hillmoor Feasibility Study, second by Ald. Howell. Motion carried on a roll call vote 4-2 with Dunn & Halverson voting no.

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

Comments will be limited to 5 minutes. Be further advised that matters brought up at this time may be referred to the appropriate committee or individual for further discussion and consideration.

Ald. Straube arrived at meeting at 6:05 p.m.

Bill Huntress, 1015 Pleasant St; Opposed to commercialization of our parks and against the Ice Castle using Dunn Field and turning Lake Geneva into the Wis. Dells. Our parks aren't for sale nor should they be for rent. He believes if this was brought to a referendum that 85% would turn it down. The parks belong to the residents.

Dr. Jerry Kroleon, 526 Maxwell St; Stated that there are approximately 7,000 adults ages 18 or older in Lake Geneva with only 200 people, maximum being interviewed which means only .02% of population are providing input. That doesn't represent a valid study under any statistical analysis. Also stated the questions from each of the three locations haven't been consistent and request that the consultant conducting the study be consistent in asking the same questions at each session in order to be a valid questionnaire.

Sheri Ames, 603 Center St; Opposed to the committee voting to remove the presentation by Shawn Kelly, Landscape Architect, UW-Madison regarding Hillmoor Feasibility Study. She agreed with Mr. Huntress' message at Eastview is recreational, not commercial. In her conversations with tourists the appeal is the quaintness of the town, not big box stores. Opposed to growth of the city, and she applauded the aldermen that look up when people are speaking at the podium.

Jim Strauss, 1517 Meadow Ridge; Questioned how many of the committee members illegally met over the phone or via email before attending tonight's meeting to come to the decision of tabling the presentation by Mr. Kelly. He referenced a letter sent via City Attorney Draper advising the council against permitting the presentation in which he feels is an indictment of the City Attorney. He also questioned the City Attorney's background in development and referenced prior years' business with Hummel.

Arthur Small, 573 Southwind Dr; He works at Popeye's and expressed his opposition to the closing of Wrigley Dr. and the challenge it would pose to handicapped/elderly people.

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Maureen Marks, 834 Dodge St; Believes there's repeated selective application of the law and is opposed to this. She's also opposed to the removal of the presentation by Shawn Kelly, Landscape Architect, UW-Madison regarding Hillmoor Feasibility Study being removed.

Charlene Klein, 817 Wisconsin St; Requested the committee reconsider and allow Shawn Kelly to present on the Hillmoor Feasibility Study.

Demitri Agnos, 148 Cass St; Shared the cost of running a restaurant here in Lake Geneva and expressed his opposition to the closing of Wrigley Drive.

Spyro Condos, 1760 Cress Dr; Opposed to closing of Wrigley Dr. and also requested for an executive order from the Mayor to have cement barriers placed along Big Foot Beach and dredge the beach.

Pete Petersen, 1601 Evergreen; Opposed to closing Wrigley Dr. and removal of the presentation by Shawn Kelly, Landscape Architect, UW-Madison regarding Hillmoor Feasibility Study from the agenda.

Shawn Kelly, 623 Washington Pkwy, Williams Bay addressed additional titles on faculty of UofW, of Landscape Architects & Kelly Design. Stated in the prior presentations Hillmoor was never sold as a public park.

Dick Malmin, N1991 S. Lake Shore Dr; Stated that there are rules for decision making to remove items from an agenda and was opposed to the removal of the presentation by Shawn Kelly, Landscape Architect, UW-Madison regarding Hillmoor Feasibility Study. He suggested the committee review the comprehensive plan law and encouraged the committee to complete a survey to collect data. He noted that the mission statement aims to keep Lake Geneva's small town feel and would like that to be preserved. He further added that he is opposed to the City growing,

Mayor Tom Hartz, 1051 Lake Geneva Blvd. Would like to clarify Attorney Draper's partners time at Mirbeau Hummel were Buzz Braden, Mr. Olson also another Lake Geneva attorney. He was not a partner of Mark Sansinetti. Would like to address Spiro's reference and he would like to put our heads together and resolve. Directed that several points price tag of \$3 to \$5 million and nothing has been drawn up or presented regarding the plaza and said concerns were well stated. He hasn't forgotten about the small town charm and is reminded that 45% of the children in the school system live on or below the poverty line. They're looking for opportunity and how they could raise their kids that perhaps we can present them. He noted that there was discussion at the workshops as far as the City's future and would like to remain agreeable in disagreements.

Mary Jo Fesenmaier, 1085 S. Lake Shore Drive; curious on why is it that the Plan Commission and then the Council was not offered the survey and wasn't on the list. Why didn't Fitzpatrick submit a plan amendment since feasibility study failed.

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Finance, License & Regulation Committee, Alderman Howell

Personnel Committee, Alderman Proksa

Public Works Committee, Alderman Flower

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Piers, Harbors, & Lakefront Committee, Alderman Skates

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Utility Commission, Aldermen Hedlund & Flower

Tree Board, Alderman Dunn

Police & Fire Commission, Alderman Skates

Plan Commission, Alderman Skates

Board of Park Commissioners, Alderman Straube

Library Board, Alderman Halverson

Historic Preservation Commission, Alderman Dunn

Cemetery Board, Alderman Howell

Avian Committee, Alderman Proksa

Tourism Commission, Aldermen Hedlund & Straube

COUNCIL REPRESENTATIVES SERVING ON OTHER BOARDS AND COMMITTEES. The following committee representatives will be given the opportunity to make announcements or reports at the meeting in regards to committee activities they have been involved in since the last meeting on behalf of the City, future activities and citizen contacts. These matters will be required to be placed on the agenda to comply with Wis. Stats.

VISIT Lake Geneva, Alderman Proksa

Geneva Lake Museum, Alderman Dunn

Lake Geneva Economic Development Corporation, Aldermen Howell & Hedlund

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Geneva Lake Environmental Agency, Alderman Skates

Geneva Lakes Family YMCA, Alderman Flower

Geneva Lake Use Committee, Alderman Dunn

Business Improvement District, Alderman Halverson

Motion by Ald. Hedlund to adjourn, second by Flower. Motion carried 7-0. The meeting of the Committee of the Whole adjourned at 7:38 p.m.

CITY OF LAKE GENEVA

626 Geneva Street
Lake Geneva, WI 53147
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Memorandum

TO: Mayor Hartz and Common Council
Committee of the Whole

CC: Dave Nord, City Administrator

FROM: Sylvia Mullally, Parking Manager

DATE: October 10, 2019

RE: FY20 Parking Meter Discussion Part 2

Background:

During discussions on July 23, 2019 the following was decided:

- Parking is essential as a source of revenue for the City
- The consensus was to keep the amount of parking available
- Goal of 80% occupancy for all parking (turnover)

Part 2 Discussions & Presentation:

- RFP was sent for review
- 4G Timeline/Options
- Quote for hard wiring meter system
- Options for city-wide parking rate change
- Discussion on amount/area of new meters needed
- Parking App revenue trends

RFP was sent for review

Status: April 2019-RFP written
Revised: September 23, 2019
Status: In Review (proper channels)
Publish: Class II

4G Timeline/Options

Currently the City’s meter system is on 3G communication-CDMA-Sprint carrier. Sprint has sunset activation for WiMax, 2G & 3G devices as of April 2019. 3G Shutdown expected end of 2020 or 2021. Per our vendor, APT, it is recommended to onboard to a 4G/LTE system in 2020. Options: Purchase 4G CDMA modems at \$700 each or \$50,000 (including beach)

Quote for hard wiring meter system

Per Public Works, total costs to hard wire system as follows:
Estimated: \$2500 per meter-NEMA 3R or \$160,000
Construction: \$40 per square foot
Unknown costs: Alliant Service costs
Unknown costs: Needed power sources, breakers and/or panels

YTD 2019 –Revenue and Options Projections

**The following revenue numbers and projections are based on meter data and do not include any fees from taxes, credit cards processing fees; handicap placards, residential or business parking stickers.*

FY19 YTD Summary

\$2 zones Revenue	\$2 zone No. Transactions	\$1 zones Revenue	\$1 zone No. Transactions
\$762,348	197,552	\$443,656	222,584
63%	47%	37%	53%

Options-Price Zones	Revenue Percentage Gain
\$2.00 citywide	37%
\$3 lake \$2 non-lake	69%
\$3 lake \$1 non-lake	33%

Based on average 2 hour parking stay-assuming no change in customer behavior

Discussion on amount/area of new meters needed

Staff recommends retaining the 64 meter areas to maintain stable revenue. There is a risk of loss meter revenue subsidized through payments apps. However, customer behavior will only change by increasing parking ticket issuance in areas without meters. Costs of staff would need to be increase to offset losses and estimated one year (full season) for app compliance.

Parking App revenue trends

Based on recent growth trends; estimated between 4-6 years for majority of parking revenue through apps. Trends show long and more app transactions from return customers.

Years	Current & projected App Revenue 50% growth	Trending Growth and projected App rate at 23%
2016	\$10,387	
2017	\$23,501	
2018	\$48,860	
2019	\$70,000	\$70,000
2020	\$140,000	\$86,100
2021	\$280,000	\$105,903
2022	\$560,000	\$133,000
2023	\$1,112,000	\$160,200
2024		\$197,000
2025		\$242,200
2026		\$297,906
2027		\$366,424
2028		\$450,701

FY2020 Parking Discussion

Hardware & Software Options

Price Rate Options

App Trends

New Revenue MaaS

Committee of the Whole

October 7, 2019

Sylvia Mullally, Parking Manager

At A GLANCE:

- The Lake Geneva Parking System
- 63 Multi-Space Meters/2 Price Rates
- 7 days a week/10 hours per day/70 hrs/week

System of People & Technology Integrations

- Meter Vendor/T2
- Distributor/APT
- Parking Staff/1 Full & Part-time Staff
- Enforcement Vendor-UPSafety
- 24/7 data communication is revenue-crucial-main-PEO



At A GLANCE:

- The Lake Geneva Parking Meter System
 - Annual Income (since 2012)
 - Monies collected in Parking Fund-upgrades
 - No NEW TAXES for any upgrades

YR	Meter Collection	%	Parking Tickets	%	Contribution to General Fund	Allocated for upgrade
2019	1,290,000*		\$125,000			\$70,000
2018	\$1,400,000	8%	\$175,000	-6%	\$1,100,00	\$70,000
2017	\$1,193,002	8%	\$222,568	6%	\$883,733	\$70,000
2016	\$1,094,662	6%	\$209,264	15%	\$637,485	\$70,000
2015	\$1,027,988	11%	\$178,557	16%	\$561,117	\$70,000
2014	\$919,540	3%	\$150,075	7%	\$586,907	\$70,000
2013	\$890,578	9%	\$138,961	4%	\$566,658	\$70,000
2012	\$810,545	45%	\$133,440	-83%	\$500,374	\$70,000
2011	\$448,895	-3%	\$243,696	6%	\$475,584	\$70,000
2010	\$463,650	7%	\$229,467	0%	\$451,143	
2009	\$433,320	-3%	\$229,766	-24%	\$432,603	
2008	\$448,031	51%	\$285,337	92%	\$506,747	
2007	\$220,219		\$23,186		\$235,000	

At A GLANCE:

- Current Expenses

Meter Vendor/Partners	Annual Costs
APT/Warranty Parts/Labor	\$62,000 <i>Re-Negotiated</i>
Modem (monthly)	\$12,000
Digital Iris Communication	\$30,000
	\$102,000

- Future Expenses

- 10 year old hardware & software technology
- Buying inventory of batteries
- 3G shutdown-CDMA-APT recommends 4G by 20/21

Future Opportunities

- ✓ Faster-low latency-customers/staff-push
- ✓ Easier-User-Friendly screen
- ✓ Power-improved battery performance
- ✓ 4G/LTE technology-futureproof

Options for Upgrade (1)

- Upgrade existing system add 4G modem
- PRO-less costs 4G/LTE technology
- CONS – Short-term solution (1-2 years)
- No improvements Faster Easier Power



Hardware/Equipment Cost

4G CDMA Modem (upgrade)

Estimated at \$700 each.....\$46,000-\$50,000

Options for Upgrade (2)

- Upgrade existing system 4G & hardwire
- PRO- 4G/LTE technology Power
- CONS – mid-term solution (1-2-3years)
- No improvements Faster Easier



Hardware/Equipment Cost

4G CDMA Modem (upgrade)

Estimated at \$700 each.....\$46,000.....\$50,000

NEMA 3R at \$2,500 each.....\$157,500

\$40/sq.ft. trench (10x1) \$400 each or (20x1) \$800

\$25,200....\$50,400

Retrofit meter to A/C at \$700 each or total

\$44,100

Alliant services/locations.....n/a

Total Estimate...\$273,700...\$302,000

Options for Upgrade (3)

- Upgrade existing system 4G & hardwire
- PRO- 4G/LTE technology Power
- PRO-mid-term solution (3-5 years)
- CONS-No improvements Faster Easier



Hardware/Equipment Cost

4G CDMA Modem & v5 control box

Estimated at \$3,100 each.....\$207,000

NEMA 3R at \$2,500 each.....\$157,500

\$40/sq.ft. trench (10x1) \$400 each or (20x1) \$800

\$25,200....\$50,400

Retrofit meter to A/C at \$700 each or total

\$44,100

Alliant services/locations.....n/a

Total Estimate...\$433,800...\$459,000

Options for Upgrade (4)

- Upgrade existing system to same brand/new model
- PRO- 4G/LTE technology Power
- CONS – mid-term solution (5-10 years)
- No improvements Faster Easier



Hardware/Equipment Cost-Cosmo

4G CDMA Modem & v5 control box

Estimated at \$6,400 each.....\$403,200

NEMA 3R at \$2,500 each.....\$157,500

\$40/sq.ft. trench (10x1) \$400 each or (20x1) \$800

\$25,200....\$50,400

Alliant services/locations.....n/a

Total Estimate...\$585,900...\$611,100

Options for Upgrade (4)

- Upgrade existing system to same brand/new model
- PRO- ✓ 4G/LTE ✓ Power ✓ Faster ✓ Easier
- PROS– mid-term solution (10 years)
- PROS-10 year guarantee interchangeable hardware
- CONS-Short term High Price-Long term lower costs



New Meter-Recommended CWT

4G Touch Screen

Estimated at \$7,495 each.....\$472,185

Included beach

Recommend Solar/tested

CURRENT REVENUE-different zones

FY2019 YTD			
\$2 zones Revenue	\$2 zone No. Transactions	\$1 zones Revenue	\$1 zone No. Transactions
\$762,348	197,552	\$443,656	222,584
<u>63%</u>	47%	37%	<u>53%</u>

FY2018 YTD			
\$2 zones Revenue	\$2 zone No. Transactions	\$1 zones Revenue	\$1 zone No. Transactions
\$786,459	201,221	\$478,607	\$238,390
<u>62%</u>	46%	38%	<u>54%</u>

PARKING TRENDS SHOW POTENTIAL:

Price Options		Overall Price Increase based on 2018-2019 2 hour average
Option 1	\$2 Citywide Rate	37%
Option 2	\$3 lake & \$2 non-lake	69%
Option 3	<u>\$3 lake & \$1 non-lake</u>	<u>33%</u>

Recommended by FLR members on 9/26/19-Rate Increase

Staff only recommends to increase rates in the event:

- Demand outweighs supply
- Rates not competitive
- Costs of doing business raises
- Premium or more value

Parking Goals

- 80% occupancy
- Improve traffic patterns-give folks incentive to walk, mobility, price conscious
- Demand-based pricing
- Offer mobility options

CURRENT PARKING APP TRENDS

Based on recent growth trends; estimated 4-6 years (tipping point) before majority of parking revenue in payment apps.

-FACTORS: 1st Generation of digital commerce-combination of users

-trust in system/privacy

-user demographic –app users-female -18-30 (top) 30-50 (second)

-inherent risk of breach

-current trend 23% -acquisition FY19-50% FY18

-to expedite-change behavior-more ticket/staff/revisit higher meter

Years	50% growth	Current 23%
2019	\$70,000	\$70,000
2020	\$140,000	\$86,100
2021	\$280,000	\$105,903
2022	<u>\$560,000</u>	\$133,000
2023	\$1,112,000	\$160,200
2024		\$197,000
2025		\$242,000
2026		\$297,000
2027		\$366,424
2028		<u>\$450,701</u>

OVERALL CITY PARKING REVENUE TRENDS

	2014	2015	2016	2017	2018	2019
Meter Collection	\$919,540	\$1,027,988	\$1,094,648	\$1,193,002	\$1,357,858	\$1,290,000*
App Collection	<u>\$0</u>	<u>\$0</u>	<u>\$10,387</u>	<u>\$24,708</u>	<u>\$48,448</u>	<u>\$75,000*</u>
TOTAL	\$919,540	\$1,027,988	\$1,105,035	\$1,217,710	\$1,406,718	\$1,350,000*
<i>dif</i>		11.79%	7.49%	10.20%	15.52%	-3%

At A GLANCE BILL TRENDS:

- Raw Data-recommend eliminating bills
- Customer Payment Trends
- Trends show: 1 in 10 use payment apps
- Lake Geneva 1 in 100 use payment apps
- Increase credit card usage/cash decreases

	2018	2019	Change
Cash Transactions	46.74 %	43.34%	-10.26%
Cash Revenue	31.87%	<u>28.96%</u>	-12.88%
C Card Transactions	50.18%	51.61%	-.0.46%
C Card Revenue	64.94%	<u>65.74%</u>	-2.96%
Parking App Transactions	3.08%	3.19%	58.40%
Parking App Revenue	5.04%	5.30%	59.00%

July 23, 2019 Special Meeting Findings

- **Consensus agreed Parking Revenue is essential**
- **Goal 80% occupancy**
- **To keep amount of parking available**

**To ensure sustainability of revenue to retain all meter
Footprint and upgrade to newer meter; with long term
Lower maintenance costs and lower time fixing hardware.
Eliminate bills and focus concentration on demand:**

- **Credit card, speed, ease & mobility options**
- **License plate instead of stall markers**

Lake Geneva Tree Board

Wednesday, June 26, 2019

City Hall, Conference Room 2A

The Lake Geneva Tree Board was called to order by President Kirchberg at 5:30 p.m.

Present were: Candy Kirchberg, Constance Kosowski, Steve Peters, Clara Jacobs, Mayor Tom Hartz, Street Superintendent, Neil Waswo, Arborist:Jon Foster, Alderperson: Tim Dunn, Park Board members: Ann Esarco and Barb Philipps.

Minutes of the March 27 were approved upon a motion by Steve Peters, seconded by Constance Kosowski. Motion carried unanimously.

Mayor Hartz presented the financial report. \$10,000 being approved for replanting of trees. 80 trees being planted this year. Motion by Constance Kosowski, seconded by Jon Foster to accept the financial report. Motion carried unanimously.

The Board structure set up by Mayor Hartz comprised of 7 members and 3 advisors. Members: Candy Kirchberg, Steve Peters, Constance Kosowski, Clara Jacobs, Jon Foster, Mayor Hartz and Ann Esarco. Advisors: Bob Flemming, Joe Esposito and John Swanson.

Mayor Hartz also presented a First Draft of the 2024 Urban Forest Vision for Lake Geneva.

Arborist Report – Jon Foster presented a list of trees removed and trees planted from 2008 to 2018. A total of 982 trees removed and 1177 planted in the 11 years. Maples and Ash being the most removed. Jon's future plan to continue planting the pear trees in the 4 block downtown area.

Lake Geneva Tree Board

Wednesday, June 26, 2019

City Hall, Conference Room 2A

Park Board: The over grown locust trees in the downtown area was discussed and also a concern of the number of Maple trees remaining in Historical Maple Park District. Jon Foster will research these numbers. The district is bordered by North St., Cook St., Main St. and Maxwell St.

Meeting adjourned at 6:35 p.m.

Next meeting scheduled for Wednesday, August 28.

Clara Jacobs, Secretary

CITY OF LAKE GENEVA SPECIAL PUBLIC WORKS COMMITTEE MEETING MINUTES
TUESDAY, JULY 23, 2019 6:00 P.M.
LAKE GENEVA CITY HALL; POLICE TRAINING ROOM (UPPER LEVEL)

Members: Chairperson Cindy Flower, Selena Proksa, Rich Hedlund, Tim Dunn, and Ken Howell

Meeting was called to order by Chairperson Flower at 6:00 p.m.

Roll Call

Present: Ald Flower, Proksa, Hedlund, Howell and Dunn

Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda. Comments will be limited to 5 minutes

Dick Malmin, N1991 S. Lake Shore Dr. stated the need for the City to be proactive and planning ahead for the city's future parking needs and the possible use of part of the Hillmoor property to address those needs.

Charlene Klein, 817 Wisconsin St. expressed her support for more planning in regard to public parking as well as incorporating the use of tuk vehicles within the city.

Discussion / Possible Recommendation regarding City of Lake Geneva future parking services.

Parking Manager Sylvia Mullally provided the committee with an overview of the city's existing parking system; covering the various issues and costs associated with it. After the presentation, several questions were asked by committee members and members of the public.

The discussion was then opened up to everyone as to what the future of parking was going to look like within the city limits. At the conclusion of discussion, it was consensus of the committee that the October Committee of the Whole meeting would be dedicated to discussing topics related to the city's parking program and what next steps should be. In the meantime, it was the consensus of the committee members to have the Parking Manager collect further information on the subject.

Adjourn

Ald. Hedlund motion to adjourn at 7:49 pm, second by Proksa. Motion carried unanimously.

FINANCE, LICENSING & REGULATION COMMITTEE MINUTES
TUESDAY, AUGUST 6, 2019 – 6:00 PM
CITY HALL, CONFERENCE ROOM 2A

Committee Members: Chairperson Ken Howell, Alderpersons: Selena Proksa, Doug Skates, John Halverson, and Rich Hedlund

The meeting of the Finance, Licensing, and Regulation Committee was called to order by Chairperson Howell at 6:00 p.m.

Roll Call

Present: Howell, Skates, and Halverson

Absent: Proksa and Hedlund

Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda except for public hearing items. Comments will be limited to 5 minutes

Larry Rygelski, W3099 Krueger Rd; Spoke in opposition of the additional vehicles (the Tuk Tuks) for Cruzin' Transportation. He spoke to concerns with the safety of the vehicles and lack of safety restraints.

Charlene Klein; 817 Wisconsin St; Spoke in opposition of increasing the price of the beach passes. She also spoke in opposition to eliminating the Building & Zoning Administrator as a voting member of the Plan Commission.

Approve the Regular Finance, Licensing and Regulation Committee Meeting minutes of July 16, 2019, as prepared and distributed

Motion by Skates to approve the minutes, second by Halverson. No discussion. Motion carried 3-0.

Licenses & Permits

2019-2021 Original & Renewal Operator License applications filed by various applicants as listed in packet

Motion by Skates to approve, second by Howell. No discussion. Motion carried 3-0.

Discussion/Recommendation regarding an amendment to the 2019-2020 Taxi Cab Company License by Cruzin' Transportation; to add two additional vehicles

Motion by Halverson to deny the request, second by Skates. Halverson noted that the applicant has not complied with what the City has asked and spoke to the safety concerns that were addressed during the public comment period. Mayor Hartz noted that the police had stopped them several times before the last Finance meeting. Motion carried 3-0.

Discussion/Recommendation regarding a Riviera Ballroom Lease Agreement Application filed by VISIT Lake Geneva to be used January 27, 2020 through February 2, 2020 for the event of Winterfest (Applicant is requesting waiver of all fees in an amount of \$2,400)

Motion by Halverson to approve, second by Skates. Clerk Kropf noted that this agenda item is to specifically approve or deny the waiver of fees. Motion failed 0-3, with Howell, Skates, and Halverson voting no.

Motion by Halverson to continue to the next FLR meeting and that representatives be present, second by Skates.

Discussion/Recommendation regarding a Street Banner Permit Application filed by VISIT Lake Geneva to be displayed January 1, 2020 through February 2, 2020 (Applicant is requesting waiver of all fees in an amount of \$363)

Motion by Halverson to continue to the next FLR meeting and that representative by present, second by Skates. Motion carried 3-0.

Discussion/Recommendation regarding Resolution 19-R58 a resolution authorizing the write off of 2015-2016 delinquent personal property taxes in the amount of \$2,332.97 deemed uncollectible

Finance Director Hall noted that this is something that can be done to take the delinquent amounts off the roll.

Motion by Skates to approve, second by Halverson. Motion carried 3-0.

Discussion/Recommendation regarding rate increase of 3% for 2020 Piers, Buoys, Slips, and Riviera Concourse Leases

Motion by Skates to approve, second by Halverson. Skates noted that this was unanimously approved at the 3% at the previous Piers & Harbors committee meeting. Flower noted that the City is still much lower than other communities and could stand to probably increase it more. Motion carried 3-0.

Discussion/Recommendation regarding possibly increasing the Riviera Beach Pass Rates for 2020

City Administrator Nord noted that this was on the Piers and Harbors meeting but it wasn't discussed. He wanted to make sure that there wasn't action to be taken.

Motion by Skates to approve with no increase to the Riviera Beach Pass Rates for 2020, second by Halverson. Motion carried 3-0.

Discussion/Recommendation regarding amending the City of Lake Geneva current fishing ordinance

Skates noted that this is to update the non-fishing ordinance on West End Pier that was out of date.

Motion by Skates to approve, second by Halverson. Motion carried 3-0.

Discussion/Recommendation regarding amending Chapter II, Administration, Article V, Boards and Commissions, Division Six, Plan Commission, Section 2-313, Composition, of the City of Lake Geneva Municipal Code; eliminating the Building and Zoning Administrator as a voting member of the Plan Commission

City Administrator Nord noted that the recommendation is to remove the Building & Zoning Administrator as a voting member of the Plan Commission. Nord stated that this is an anomaly and that staff needs to be able to present the information for the Plan Commission to vote on.

Motion by Halverson to approve, second by Skates. Motion carried 3-0.

Discussion/Recommendation on Fund Balances/Capital Projects/Borrowing for 2019 Budget Year

Finance Director Hall reviewed the City Fund Balances and borrowing for 2019 budget year. She noted that the capital projects need an additional approximately \$335,000 and was wondering if the city should draw on the line of credit or use unassigned fund balance. She also recommended that the money come from the unassigned fund balance.

Motion by Skates to transfer \$334,386 from the unassigned fund balance to the 2019 capital project fund, second by Halverson. Motion carried 3-0.

Discussion regarding 2020 Budget Timeline and Goals

Finance Director reviewed the 2020 budget timeline. Mayor Hartz then reviewed the 2020 budget goals. No action taken.

Discussion/Update regarding 2018 City of Lake Geneva Audit status

Finance Director Hall noted that the auditors had been clarifying some numbers with the City actuaries and that was the reason for the delay. The audit will be presented to the Common Council on August 26, 2019. No action taken.

Discussion/Recommendation regarding City of Lake Geneva Policy Regarding Issuance of Regular and Reserve Intoxicating Liquor Licenses

Mayor Hartz addressed the committee regarding the new liquor license issuance policy. He noted that he had been drafted by the City Clerk, but that he had offered the point values for each category. This policy would allow for businesses to be scored based on their business plans to see if they would be eligible for the Class B Liquor License that falls under state quota.

Motion by Skates to refer to the Common Council without recommendation, second by Halverson. Motion carried 2-1, with Howell voting no.

Presentation of Accounts

Prepaid Bills in the amount of \$ 39,901.96

Motion by Skates to approve, second by Halverson. No discussion. Motion carried 3-0.

Regular Bills in the amount of \$256,733.26

Motion by Halverson to approve less the payment to Accurate Appraisal in the amount of \$8,200, second by Skates. Finance Director Hall noted that this will need to be voting on by the Council. Motion carried 3-0.

Adjournment

Motion by Halverson to adjourn the meeting, second by Skates. Motion carried 3-0. The meeting adjourned at 7:04 p.m.

PERSONNEL COMMITTEE MINUTES
TUESDAY, AUGUST 6, 2019 – 4:30 PM
CITY HALL, CONFERENCE ROOM 2A (2ND FLOOR)

Members: Chairperson Selena Proksa, John Halverson, Doug Skates, Cindy Flower, and Shari Straube

The meeting of the Personnel Committee was called to order by Alderperson Skates at 4:31 p.m.

Roll Call

Present: Skates, Halverson, and Flower

Absent: Proksa and Straube

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

None

Approval of the minutes from the July 2, 2019 Personnel Committee Meeting

Motion by Flower to approve, second by Halverson. No discussion. Motion carried 3-0.

Discussion/Recommendation regarding permanent position of the Harbormaster

City Administrator Nord noted that this is the final draft for the job description and that he did not receive any feedback on the description. Flower noted that there was talk about having a recreation department at some point in time and felt that this position could take some of those responsibilities as well. She would like to see this position take responsibility for the bike/pedestrian plan and the facilitation of Veteran's Park. The committee discussed concerns over if the position would be full time or part time or even a contracted position. The Finance Director expressed concern with how this position would be financed.

Motion by Skates to approve the Harbormaster job description as a part-time position with the hours worked not to exceed 1,200 and refer to the Finance, Licensing, and Regulation Committee for approval, second by Flower. Motion carried 3-0.

Discussion/Recommendation regarding Riviera Events Coordinator position

City Administrator Nord stated that Stephanie Copsey has been handling this task as an independent contractor. He asked that this continue as an independent contractor versus a city employee. He is hopeful to have the Tourism Commission continue to fund her work through grants. No action taken.

Discussion/Update regarding City Health Insurance

Finance Director Hall noted that the City's benefits consultants indicated that the city should continue with the current insurance as changing could harm the City's ability to find affordable health insurance. She added that the quotes won't be available until sixty days before the new year. Due to the City not knowing the costs until mid-October, it was suggested that the City earmark 10% in the budget for the health insurance cost. The benefits consultants will be presenting to the Personnel Committee in September. No action taken.

Discussion/Update regarding City Employer Clinic

City Administrator Nord noted that there has been a slight increase in the recent months and the most common complaint is still the hours of availability.

Future Agenda Items

-City Employer Clinic

Adjourn

Motion by Halverson to adjourn, second by Flower. Motion carried 3-0. Meeting adjourned at 5:39 p.m.

Lake Geneva Historic Preservation Commission Meeting Minutes

August 8, 2019 6:30 p.m. at Lake Geneva City Hall

President Ken Etten called the meeting to order at 6:30 p.m. at Lake Geneva City Hall

Present: Ken Etten, Patrick Quinn, Jackie Getzen, Louise Rayppy, Jim Davis, Chris Brookes and Tim Dunn. Grace Hanny was absent.

Approval of minutes from July 11, 2019, Historic Preservation Commission Meeting.

Comments from the public and correspondence. None

Reports from the Geneva Lake Area Museum and Maple Park Homeowners. Museum's 3rd Annual Golf Outing – September 22nd, at Hawk's View – \$55.00 per person. Tuesdays @ Two: The Truth Behind the Novel Black Point, with Chris Brookes – September 10th. The Maple Park Walking Tour- September 14th, first tour 5:30 p.m. Will cover Wisconsin, Warren, Dodge streets, ending at the T. C. Smith house.

Update on programs at the 1928 Geneva Theater Building, restoration work at The Riviera and local news items relating to the Lake Geneva Historic Preservation Commission including the announcement that Lake Geneva will host the 2019 Wisconsin Historical Society Conference on October 25-26, 2019, at the Grand Geneva Resort & Spa. City officials are considering different possibilities for the Riviera, one is that they are thinking about going back to a tile roof. Could also clean up existing tiles and fix, and therefore could last as long as buying new. We want to promote our Walking Tour at the Conference.

Review of any updates re: Black Point Estate & Gardens, Horticultural Hall, and Historic Lake Geneva Walking Tours. The Walking Tours start at The Riviera at 11:00 A.M. on September 14th—\$10.00 per person.

Review of recent bills, invoices and updated current balance in the Historic Preservation Commission City 2019 Budget and discussion regarding proposed 2020 LGHPC City Budget. So far this year we have spent \$2,459.45. We approved two invoices for payment: Advance Printing for printing 1,000 new copies of our Historic Lake Geneva Walking Tour booklets—\$2,280.00, Patrick picked them up. Reimburse Jackie Getzen for attending the Wisconsin Historical Society Conference in Oshkosh back in April, \$97.45—hotel stay. Motion passed that we should ask for a donation of \$2.00 for our books.

We need to start putting together our 2020 Budget Request Letter.

Update on Historic Preservation Design Review rules and regulations for building projects within National & State Historic Districts and on current potential building projects including the status of the 1902 Frank Johnson Residence / Bricks & Mortar Building at 832 Geneva Street, the Building on the south side of the 700 Block of Main Street, and the House at 322 Madison Street. Next Plan Commission meeting in August will discuss the plans for the Brick & Mortar Building at 832 Geneva St. Not moving the building. We have an appointment on August 27th to meet with Joe De Rose (WAHPC) at Ken's office at 6:30 p.m. Owners at 322 Madison St., thinking about tearing it down-- foundation in bad shape. Chapter 34 Historic Preservation in the current City of Lake Geneva Municipal Ordinance, plus the original H. P. Ordinance as approved in 1996.

Follow-up regarding the Lake Geneva Historic Railroad Site, including commemorative plaque, memorial tree, and future bench in memory of Ed Yaeger. Contacted Street Dep't and Park Board concerning a bench for the site, waiting to hear back.

Update regarding the status of the Android and I-phone app of A Historic Lake Geneva Walking Tour and coordinating dates on apps and plaques. Also discussion on how to help publicize new apps and future presentations to the Lake Geneva City Council. Jim will try to correct the problem concerning different dates on the I-phone and Android app, dates do not coincide. Call City Administrator about having a link on the Chamber of Commerce, Visit Lake Geneva web page about our Walking Tour apps. Jackie suggested we should have a bookmark in various advertisements about our walking tour. Also Gage Marine, Tim will ask. The Avian Committee will advertise our walking tour app on their backpacks.

Discussion regarding new projects for the LGHPC, including future "Tales of Lake Geneva" and status of our website www.historyoflakegeneva.org. The "Tales of Lake Geneva" will take place at the Geneva Lake Museum in October.

Review the status of recent Historic Plaque Program applications, including the cost of plaques from Timberline Signs at \$152.98 each (including sales tax), application forms, ongoing updating the list of past plaque recipients, and repair of existing historic signs. Also discussion regarding "Pillsbury" and "Gold Medal" wall signs at former Dunn Lumber building. Owners at 1115 Wisconsin St. requesting a plaque, will fill out application. Owner at 927 W. Main asked about painting the brick. We approved \$300 to go toward having five small signs made to advertise our walking tour app. They will hang on bottom of our historic signs. Jackie's niece will do this. Patrick talked to Josh Obert, manager at Dunn Lumber, about the wall signs. Will check with headquarters in Dubuque, Iowa. If this is approved, we voted to approve \$4,000 or \$5,000 for one wall sign, the one facing Broad Street. Will contact Brad and Kit Bandow, 262-245-5109, about doing this. Posts on our signs need painting. Grace called Mayor Hartz about this and he suggested Street Dep't will probably take care of this. Call Timberline Signs about restoring signs.

Update by Patrick Quinn regarding status of the National Register of Historic Places nomination by Gail Klein for Oak Hill Cemetery as a National and/or Local Historic Site, including any additional research information on Oak Hill Cemetery and H.W.S. Cleveland. The nomination has been submitted to the State Historic Preservation Office for review. Major review will not come until the nomination is scheduled for a Historic Review Board meeting, probably between 6 and 9 months from now.

Update on information from the Wisconsin Historical Society, National Trust for Historic Preservation,

the Society of Architectural Historians, and the Wisconsin Association of Historic Preservation Commissions. We reviewed the information.

Meeting adjourned at 7:55 P.M.

Respectfully submitted,

Louise M. Rayppy



LAKE GENEVA PUBLIC LIBRARY

Minutes

Lake Geneva Public Library Board of Trustees Meeting
Thursday, August 8, 2019 5:00 pm

Called to order by President Lyon at 5pm.

Present: Lyon, Oppenlander, Kundert, Henningfeld, Gramm, Dinan, Bartz, Halverson.

Excused: Kersten, Kornak

Also Present: Library Staff - Stang

Guests: None

Approval of previous meeting minutes - Motion by Kundert/Gramm, passed unanimously.

Financial report by Kundert:

Kundert/Oppenlander move to approve last month's expenditures of \$57,883.59. Passed unanimously. Kundert reported that there has been increased revenue from copy/printing and that utilities are well under annual target.

President's report by Lyon:

Lyon reported on Strategic Planning Committee meeting. The committee will move forward by identifying boundaries and expectations to share with designers for interior redesign. The library staff have been implementing the strategic plan and producing results. Next committee meeting is August 22nd.

Library Report by Stang:

Stang reported on the consideration of quiet spaces in the library, Hot-Spot rentals going well, cross training of library staff, other issues in library, and drop boxes.

City Liaison report by Halverson:

Halverson reported on the comprehensive plan and The Riviera project.

LGPL Foundation report by Oppenlander:

Oppenlander reported that the foundation will be meeting soon and discussing StoryCorps.

Friends of the Library report by Kundert:

The book sale is this coming weekend.

Adjournment moved by Lyon/Kundert. Passed unanimously.



LAKE GENEVA PUBLIC LIBRARY

MINUTES

Lake Geneva Public Library Finance/Building/Grounds Committee Meeting
Thursday, August 8, 2019 - Meeting Room 2A, City Hall, 4:30 pm

Kundert called the meeting to order at 4:30 pm.

Committee reviewed financial report and Oppenlander/Lyon motion to recommend approval of expenditures in the amount of \$57,883.59 to the library board. Passed unanimously.

Meeting adjourned at 4:50 pm.



LAKE GENEVA PUBLIC LIBRARY

MINUTES

Lake Geneva Public Library Finance/Building/Grounds Committee Meeting
Thursday, August 8, 2019 - Meeting Room 2A, City Hall, 4:30 pm

Kundert called the meeting to order at 4:30 pm.

Committee reviewed financial report and Oppenlander/Lyon motion to recommend approval of expenditures in the amount of \$57,883.59 to the library board. Passed unanimously.

Meeting adjourned at 4:50 pm.

**LAKE GENEVA POLICE AND FIRE COMMISSION
MEETING MINUTES
THURSDAY AUGUST 8, 2019 AT 6:00 P.M.**

This meeting was held in the City Council Chambers, City Hall, 626 Geneva Street, Lake Geneva, Wisconsin, 53147.

1. Call meeting to order

Commissioner Connors called the meeting to order at 6:14 p.m.

2. Pledge of Allegiance

The Pledge of Allegiance was led by City Administrator Nord

3. Roll call

Commissioners Connors, Jordan, Pollard, Horne and Saul were present. Police Chief Rasmussen, Police Lieutenant Gritzner, Police Lieutenant Way, Police Sergeant Derrick, Fire Chief Peters, Assistant Fire Chief Derrick, Fire Captain Detkowski, City Administrator Nord and Administrative Assistant Papenfus were also present.

4. Comments from the Public reference agenda items only. Comments are limited to a maximum of five minutes

Spyro Condos spoke about the idea of putting protection in squad cars for the officers. Ford motor company is now factory installing steel plates in the squad doors and the price is cheaper. The plates act as a ballistic barrier and could be used to protect officers in an accident. Condos asked that the PFC consider having the plates installed in police cars and give the officers as much protection as possible. Condos also wished to thank the police department, Sgt Derrick, Chief Peters and EMS squad, Captain Gunderson for their quick response to a family incident.

5. Acknowledge correspondence – NONE

6. Approval of the regular meeting minutes of July 2, 2019

Horne motioned to approve the regular meeting minutes of July 2, 2019. Jordan seconded. Motion carried 5-0.

7. City Council Report

Alderman Skates had a conflict with two meetings scheduled at the same time.

8. Fire Department Business

a. Approval of bills for the month of July 2019, operating in the amount of \$101,739.05, Equipment purchases in the amount of \$79,422.24, for a total of \$181,161.29.

Horne motioned to approve the bills for the month of July 2019. Pollard seconded. Roll call vote: Connors-Y, Jordan-Y, Pollard-Y, Horne-Y, Saul-Y. Motion carried 5-0.

Chief Peters stated that the budget was at 57% and the department is in good status at this point.

b. Discussion - EMS medical billing/Stark medical billing - No discussion/action

c. Discussion - EMS call summary report – No discussion/action

d. Discussion/Action – Monthly Chief's Update and Fire Department Report Overview
Monthly report was not reviewed.

e. Discussion/Action – EMS UTV update

Chief Peters advised that the delivery date of the EMS UTV vehicle is December 15, 2019.

f. Discussion/Action – Status of Department Fleet vehicles

Chief Peters reviewed the fleet of vehicles and their mileage and replacement time frame. Saul asked for a copy of the fleet schedule. The Fire Department will provide a schedule of the fleet by the next meeting.

g. Discussion/Action – Station Alerting System update

Captain Detkowski stated that the fire department has finalized the station alerting system. The system will include station monitors that contain training software, text assignments, interface with ProPhoenix, mapping, installing items and making purchases. Connors asked about the implementation date. Captain Detkowski stated they are looking for a vendor at this time and they hope to have the equipment ready within 60 days and then programming will be needed. It should be installed by the end of the year.

h. Discussion/Action – Acceptance of donations from

- * Lake Como Beach Property Owners Association
- * Mary Beth Delzer
- * Family of Mac Krohn

Horne motioned to accept donations from Mary Beth Delzer in the amount of \$10.00 and the family of Mac Krohn in the amount of \$500.00. Jordan seconded. Roll call vote: Connors-Y, Jordan-Y, Pollard-Y, Horne-Y, Saul-Y. Motion carried 5-0.

i. Discussion–Thank You’s – No discussion/action

- * Family of Thomas Nelson
- * State Representative Tyler August (FF/EMT Mills)
- * Whitewater Fire Department

j. Discussion/Action – Acceptance of Letter of Resignation from Firefighter/Paramedic Paul Blount
Acceptance of Letter of Resignation of Firefighter Ken Winger

Jordan motioned to accept letters of resignation for Firefighter/Paramedic Paul Blount and Firefighter Ken Winger. Horne seconded. Motion carried 5-0.

k. Items to be forwarded to City Council

Expenditures, monthly report, donations, thank you letters.

9. Police Department Business

a. Approval of bills for the month of July 2019, operating in the amount of \$300,859.36, Equipment purchases in the amount of \$10,676.62, for a total of \$311,535.98

Horne motioned to accept the bills for the month of July. Jordan seconded. Roll call vote: Connors-Y, Jordan-Y, Pollard-Y, Horne-Y, Saul-Y. Motion carried 5-0.

b. Discussion/Action - Training Room Use (definition of Community based)

This agenda item will be continued to September.

c. Discussion/Action - Disposition of old SWAT weapons

Connors motioned to dispose of old SWAT weapons. Pollard seconded. Roll call vote: Connors-Y, Jordan-Y, Pollard-Y, Horne-Y, Saul-Y. Motion carried 5-0.

The SWAT weapons have been replaced through equipment replacement. Chief Rasmussen asked to have the old weapons, two automatic weapons and two short barreled shotguns, taken to the Crime Lab to be destroyed.

d. Discussion/Action – Disposition of two undercover cars and surveillance van
Jordan motioned to dispose of three vehicles per department policy. Pollard seconded. Roll call vote:
Connors-Y, Jordan-Y, Pollard-Y, Horne-Y, Saul-Y. Motion carried 5-0.
Chief Rasmussen asked for permission to dispose of three vehicles that are no longer used. The vehicles
will be salvaged or sent to surplus to be sold.

e. Discussion/Action – Accept letter of resignation of Brittany Rendant
Pollard motioned to accept letter of resignation of Brittany Rendant. Jordan seconded. Roll call vote:
Connors-Y, Jordan-Y, Pollard-Y, Horne-Y, Saul-Y. Motion carried 5-0.

f. Discussion/Action – Vacate and reestablish eligibility list for Telecommunicator position
Connors motioned to vacate and reestablish eligibility list for Telecommunicator position. Horne
seconded. Roll call vote: Connors-Y, Jordan-Y, Pollard-Y, Horne-Y, Saul-Y. Motion carried 5-0.

g. Discussion - Chief's report (briefing only - no action will be taken)
Chief stated that he is asking to have the underbrush around the railroad bridge cleared up due to
increased criminal activity in that area. Chief also talked about the gentleman who walked into the police
department and confessed to killing his wife 13 years ago.

h. Discussion - Chief's top monthly incidents – No discussion/Action

i. Discussion - Monthly activity reports – No discussion/Action

2019 Dispatch activity for July 2019: Telephone calls –3,772	911 Calls - 358	Window assists –1,124
2018 Dispatch activity for July 2018: Telephone calls –3,786	911 Calls - 335	Window assists– 1,191
2019 Patrol activity for July 2019: Calls for service--2,403	Arrests - 173	
2018 Patrol activity for July 2018: Calls for service–2,265	Arrests - 219	

j. Items to be forwarded to City Council
Chief's monthly incidents and monthly activity reports

10. Agenda items for the next regular meeting Thursday September 5, 2019
A budget workshop was set for August 26, 2019 from 4:00 to 6:00 p.m.

11a. Motion to go into closed session pursuant to Wisconsin State Statute 19.85(1)(f), considering
financial, medical, social or personal histories, or disciplinary data of specific persons, which if discussed
in public would likely have a substantial adverse effect upon the reputation of any person referred to:
Specifically Police Department Personnel.

b. Motion to go into Closed Session pursuant to Wis. Stat. 19.85(1)(e) for the purposes of deliberating
or negotiating the purchase of public properties, the investing of public funds, or conducting other
specified business whenever competitive or bargaining reasons require a closed session regarding: 2019
Fire Union Contract Negotiations
Connors motioned to go into closed session to include Chief Rasmussen, Lieutenant Gritzner, Lieutenant
Way, Chief Peters, City Administrator Nord and Administrative Assistant Papenfus. Horne seconded.
Roll call vote: Connors-Y, Jordan-Y, Pollard-Y, Horne-Y, Saul-Y. Motion carried 5-0 at 7:02 p.m.

12. Motion to return to open session per Wisconsin State Statute 19.85(2)
Connors motioned to return to open session. Pollard seconded. Roll call vote: Connors-Y, Jordan-Y,
Pollard-Y, Horne-Y, Saul-Y. Motion carried 5-0 at 7:28 p.m.

13. Discussion and action on closed session items if needed.

11b. Connors motioned to allow Chief Peters and City Administrator Nord to proceed as discussed in closed session. Saul seconded. Roll call vote: Connors-Y, Jordan-Y, Pollard-Y, Horne-Y, Saul-Y. Motion carried 5-0.

14. Adjourn

Pollard motioned to adjourn the meeting. Jordan seconded. Motion carried 5-0. Meeting adjourned at 7:30 p.m.

Respectfully submitted,



Cindy Papenfus
Administrative Assistant

- c: Police Chief
- Fire Chief
- Commissioners-file
- Commission Liaisons
- City Administrator
- City Clerk
- City Comptroller
- Council Members - Mayor

MINUTES NOT OFFICIAL UNTIL APPROVED AT THE NEXT POLICE AND FIRE COMMISSION MEETING

CITY OF LAKE GENEVA PUBLIC WORKS COMMITTEE MINUTES
TUESDAY, AUGUST 13, 2019 4:30 P.M.
LAKE GENEVA CITY HALL; CONFERENCE ROOM 2A (UPPER LEVEL)

Members: Chairperson Cindy Flower, Selena Proksa, Rich Hedlund, Tim Dunn, and Ken Howell

The August 13, 2019 meeting of the Public Works Committee was called to order by Chairperson Flower at 4:30 p.m.

Roll Call

Present: Howell, Proksa, Flower & Dunn

Absent: Hedlund

Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda. Comments will be limited to 5 minutes

Spyro Condos; Spoke in favor of adding safety measures for pedestrian crossing in Library Park.

Approve the regular Public Works Committee meeting minutes from July 9, 2019 as prepared and distributed
Motion by Proksa to approve the minutes of the July 9, 2019 Public Works Committee meeting, second by Dunn. No discussion. Motion carried 4-0.

Parking Manager Report

Parking Manager Mullally noted that the shuttle will be in place for Venetian Fest for this coming weekend. She added that revenue is slightly down, which was expected due to the weather earlier this summer. She stated that there have been some maintenance issues with the kiosks and that a new error had arisen that involved unsettled credit card funds. She stated that it took approximately two weeks for the error to be fixed without help from the vendor. More staff will be coming on board as existing will be leaving for the season. She did include that the request for proposals for the kiosks will be coming back to the committee for consideration. Finally, she noted that one of her new employees aided with an unconscious woman on the street by alerting EMS to the situation. No action taken.

Director of Public Works Report

Skate Park Vandalism

Director of Public Works Earle stated that the skate park had been vandalized severely. He noted that the overgrowth of the path has created some unfavorable conditions and that area will be cleared out to create visibility. The Streets Superintendent will be compiling the costs associated with fixing the damage. No action taken.

Recycling efforts in Parks, Open Spaces, and for Special Events

Earle stated that they have placed about ten temporary recycling bins and they appear to be working very well. No action taken.

Venetian Fest

Earle noted that the Jaycees will be helping with the recycling efforts in that they will be changing out the bags that were provided by the DPW.

Equipment Update (John Deere Loader, Leaf Wagon Clutch Pack, #25 Frame)

Earle addressed that a main front loader had gone down for repairs and the cost is about \$16,000 to fix. The leaf wagon is under repair as well. One of the older snow plow trucks has its frame in disrepair and to fix the frame would cost about \$10,000 to \$12,000. This issue is due to a design flaw of International. No action taken.

Storm Damage

Earle indicated that there has been some storm damage and the crews had worked to pick up additional brush. No action taken.

Oak Hill Cemetery Headstone Restoration project

Earle stated that he had allocated \$15,000 to restore headstones in disrepair. He stated that he was very happy with how they turned out. He is hopeful to add more money for the 2020 budget. No action taken.

Discussion/Recommendation regarding on street parking on Lake View Dr; Geneva Lake Manor Association

Chief Rasmussen noted that there are several streets within the subdivision that have parking on both sides and with the width streets it becomes near impossible for emergency vehicles to get through.

Motion by Proksa to refer to the Finance Committee, second by Howell. Motion carried 4-0.

Discussion regarding pedestrian crossing Maxwell and Main; west end of Library Park

Earle stated that there has been traffic concerns with cars trying to drive down the path in front of the Library. Chief Rasmussen noted that he would like to see some sort of cement barrier or some kind of decorative posts to alleviate this issue. Earle stated that he would have to research where the funds would come from and he will bring back several designs for further consideration. No action taken.

Discussion/Recommendation regarding 2019 Street Improvement Project; Utility Commission Updates

Earle indicated that some of streets in the program will be changing due to identified utility issues. To avoid duplication of work Sage Street had been removed. He added Tomike, part of Madison, and Warren St in its place. He noted that there will be no change in the funding for the project. The crosswalks on Center will still be completed along with the access drive for the Park-N-Ride. No action taken.

Discussion/Recommendation regarding City of Lake Geneva Garbage and Recycling RFP

City Administrator Nord stated that he has been working on the RFP and he had several questions. He noted that the current RFP for one call per one unit per month versus the current one call per day per month. Earle stated that this call in process is more efficient for John's as they can determine how much will need to be collected. Flower stated that this would be an issue as far as enforcement and wondered if that had been discussed. Nord indicated that the City could maintain the standard bulk pickup it would come at an additional cost.

The second point was the time restrictions of 6:00 a.m. to 6:00 p.m. and the committee did not have an issue with that time frame. The third point was including electronic recycling as an option on the contract or to have a separate RFP for that. The final point is referencing bulk hazardous waste. Earle noted that the City will probably not get solid numbers for the electronic and hazardous waste as there is no market for it, it is hard to get those numbers locked in.

Earle would like the committee to review the numbers with Johns Disposal and fears that if the City would pick another company that there would be a huge learning curve and they have a good working relationship. Flower stated that she has had little issues with Johns Disposal and that she had wanted the RFP as they were offering an increase in prices. This was to determine if the increase was in line with other companies.

Motion by Howell to refer this item to the Finance Committee and to direct the Public Works Director to contact John's Disposal for contract extension numbers for consideration as well, second by Proksa.

Motion carried 4-0.

Discussion regarding 2020-2023 Paving & Right-Of-Way Improvement Plan

Earle stated that there has a lot of discussion regarding this matter and that he would be leaning hard on Kapur to manage this. Greg Governatori, City Engineer, stated that all of the streets do have pavement ratings for 2019. This map only takes into consideration the pavement conditions. The list of streets is reviewed by the Utility Director to determine if there can be a joint reconstruct on certain streets. Earle stated that as a part of this process they have added ADA ramps, sidewalks, pedestrian/bike paths and alleys to the plan. Flower would like to see a map of the roads to be considered for the next three years. She would also like to see the conditions of the City owned parking lots as well. No action taken.

Future Agenda Items

- New Stop Sign at Lake View Dr and Lake Shore Dr
- 2020- 2025 Paving & Right-Of-Way Improvement Plan Update
- Grass Mowing Ordinance
- Trench Backfill & Patching Ordinance

Adjourn

Motion by Proksa to adjourn, second by Dunn. Motion carried 4-0. The meeting adjourned at 6:12 p.m.

PIERS, HARBORS & LAKEFRONT COMMITTEE MINUTES

WEDNESDAY, AUGUST 14, 2019– 6:00PM

CITY HALL, CONFERENCE ROOM 2A (UPPER LEVEL)

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

Meeting called to order by Chairman Skates 6:00 pm

Roll Call: Chairperson Doug Skates, John Halverson, Shari Straube, Rich Hedlund and Tim Dunn.

Approval of Minutes: Halverson so moved to approve the minutes of July 17, 2019, Straube seconded. Motion carried 4-0

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

Casey Schiche (address inaudible) addressed agenda item seven (7). Stated that the fee comparison sheet distributed to the committee previously does not fairly compare the services other lake communities offer in relation to the rate charged. Also suggested that the city possibly “contract” out the Harbormaster position to an outside firm.

John Walker (540 Franklin) stated that there are still dogs on the west pier and also questioned why proposed regulation signs for the west pier have not been installed. Also stated that the police response to calls regarding the west pier is unsatisfactory.

Charlene Klein (817 Wisconsin Street) spoke out against the absence of handouts and attachments on the online agenda packet.

Spyro Condos (1760 Hillcrest Drive) stated that the Riviera building needs a new roof and questioned the need to do the entire building. Stated that the city hasn't been adequately maintaining the building.

Mr. Bosworth (1224 W. Main Street) stated his concern that the entire west end fishing pier is overrun with individuals and dogs that should not be there.

Bill Hintress (1215 Pleasant Street) stated his concern that the city government is ignoring promises it made previously concerning the installation of signs (and other measures) related to the west end pier.

Harbormaster Report: Interim Harbormaster Donna Crook reported that the elevator at the Riviera has been repaired and is working well. New swimming area buoys are scheduled to be installed soon. She has also hired some replacement boat launch employees.

Discussion / Recommendation regarding roof options for the Riviera building:

2nd Floor Concept Discussion (Riviera)

Adam Wolfe with MSI reported that that 3D scanning of the Riviera Building interior will be taking place in the near future. The scanning will generate precise measurements to allow for a better discussion as to what can or cannot be done in regard to remodeling of the second floor. This item will be discussed again at next month's committee meeting.

**PIERS, HARBORS & LAKEFRONT COMMITTEE MINUTES
WEDNESDAY, AUGUST 14, 2019– 6:00PM
CITY HALL, CONFERENCE ROOM 2A (UPPER LEVEL)**

Riviera RFP discussion and action

Adam Wolfe and Dave Luterbach reported to the committee that the Request for Proposal (RFP) for the exterior / shell work of the Riviera project (including the roof) is scheduled to be posted on September 4, 2019. A “pre-proposal conference” is scheduled for September 11, 2019 starting at 10am at the Riviera Building.

Proposals are due September 18, 2019 at 10am. At that time MSI and city staff will review all proposals and make a recommendation at the Piers Committee meeting that same night.

Rich Hedlund so moved to direct MSI to proceed with the Riviera RFP. John Halverson seconded. Motion carried 5-0.

Riviera Building Architecture discussion - Ann Krogstad, MSI Architect

Adam Wolfe and Dave Luterbach of MSI reported that due to the change in the meeting date for the August Pier meeting, Ann Krogstad was already committed to attend another meeting and would be unable to be present tonight. Ms. Krogstad will be scheduled to attend next month’s committee meeting.

Historical/grant discussion – Riviera Building

Adam Wolfe and Dave Luterbach of MSI reported to the committee that, due to the short time span for releasing the RFP and starting work in January of 2020, there are virtually no opportunities to pursue grant money for the Riviera project. Alderman Flower (in attendance at the meeting) expressed her disappointment to MSI.

West End Pier update/discussion and action

General discussion was held concerning the possibility of expanding the number of piers available for the city to rent. Consensus to bring this topic up again in November or December.

Starry Stonewort Update

Chairman Skates provided an update to the committee on this topic. GLEA, DNR and other parties are still in discussion about this topic and what next steps are needed. Some discussion held about improving the city’s boat launch to assist with this problem as well as identifying and pursuing any grant options.

Harbormaster position update

City Administrator Nord reported that the new job description was approved at the last city council meeting and a job announcement will be published shortly. The current interim Harbormaster is compiling a manual to assist the new hire’s orientation process.

Discussion/Recommendation regarding Parking for boat traffic near Gage Marine’s office near the Riviera. Some general discussion was held among the members concerning the possibility of offering a valet service or temporary parking for boats wanting to come to the downtown area to shop or eat.

Rich Hedlund so moved to adjourn at 7:40 pm, second by Halverson. Motion carried 5-0.

TOURISM COMMISSION MINUTES

WEDNESDAY, AUGUST 14, 2019 – 4:00PM

ROOM 2A, CITY HALL

Committee Members: Chairperson, Tammie Carstensen, Vice Chair, Brian Waspi, John Trione, and Dana Trilla Alderpersons: Rich Hedlund, Shari Straube
Also present: City Administrator, Nord, Asst. City Clerk, Elder

Meeting called to order 4:00 pm

Roll Call: Carstenson, Trilla, Ald. Hedlund, Ald. Straube

Absent: Waspi & Trione

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

None

Approval of the Tourism Commission minutes from July 10, 2019

Ald. Hedlund motion to approved the July 10, 2019 minutes, second by Trilla. Motion carried 4-0.

Update from Tourism Entity (Visit Lake Geneva) on Promotional Activity, Calendar, and Hotel Performance

Deanna Goodwin from VLG shared the upcoming events, media, marketing activity update to include social media & email data.

Update from Lake Geneva Business Improvement District (BID) on Events and Activity

Bridget Leech was in attendance and stated that she will be back from her maternity leave in September and Maxwell Street Days start next week.

Update from Stephanie Copsey (Independent Contractor for Tourism Commission) Meet at the Lake Promotional Activity

Carstensen doesn't want the link to Airbnb in the Meet at the Lake catalog. Stephanie Copsey will have a copy of the catalog at next month's meeting, and she has the option to participate in the Gage Bridal Show in September for \$175 registration fee.

Ald. Hedlund motion to approve the \$175 for Stephanie to attend the Gage Bridal Show, second by Straube. Motion carried 4-0. Stephanie has a new phone 262.344.8246 (email to group and put on the website).

Written financial update provided by Comptroller regarding Room Tax Dollars Collected, Financials, current Budget & Disbursements

\$235K in funding dollars is left over at the end of 2019 and this amount is what's being projected by the Comptroller. Waspi is going to meet with Karen again to go further into the financials.

Discussion/Action regarding Riviera plans & funding

Ald. Hedlund motion to table the Riviera plans & funding to next month, second by Straube. Motion carried 4-0.

Discussion/Action on Tourism Promotion Grant Program and Requests:

- **Business Improvement District, Ice Castle Grant**

Ald. Hedlund motion to approve the grant of \$50,000 per year for three years, second by Trilla. Motion carried 4-0.

TOURISM COMMISSION MINUTES
WEDNESDAY, AUGUST 14, 2019 – 4:00PM
ROOM 2A, CITY HALL

Agenda items and next meeting date September 11, 2019 at 4:00 pm
Riviera funding

Motion to go into Closed Session pursuant to Wis. Stat. 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility regarding employee contracts and pay for the Tourism Commission Events Coordinator position

Ald. Hedlund motion go into closed session and include staff present, second by Trilla. Motion carried 4-0. The Tourism Commission convened into closed session at 4:40 pm.

Motion to return to open session pursuant to Wisconsin Statutes 19.85 (2) and take action on any items discussed in closed session

Motion by Ald. Hedlund to return to open session, second by Trilla. Motion carried 4-0. The commission convened into open session at 4:45 pm.

Roll Call: Carstenson, Trilla, Ald. Hedlund, Ald. Straube

Ald. Hedlund motion to direct staff to continue negotiation with Events Coordinator, second by Trilla. Motion carried 4-0.

Ald. Hedlund motion to adjourn, second by Trilla. Motion carried 4-0. The commission adjourned at 4:50 pm.

**PLAN COMMISSION MEETING
MONDAY, AUGUST 19, 2019 – 6:00 PM
COUNCIL CHAMBERS, CITY HALL**

Mayor Hartz called the meeting to order 6:01 p.m.

Roll Call. Present: Mayor Hartz, John Gibbs, William Catlin, Michael Krajovic. Absent (Excused) Alderman Doug Skates, Ann Esarco, Brett Stanczak. Also Present: City Planner Slavney, City Attorney Draper, Building and Zoning Administrator Walling. Building & Zoning Administrative Assistant Follensbee.

Approve Minutes of the July 15th 2019 Plan Commission meeting as distributed.

Gibbs/Krajovic motion to approve. Motion carried unanimously.

Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda, except for public hearing items. Comments will be limited to 5 minutes.

Speaker #1: Charlene Klein, 817 Wisconsin Street, thanked Thomas & Kathy George for preserving the house at 832 Geneva Street.

Speaker #2: Brian Yunker, 311 Cook Street, in favor of the George's plan at 832 Geneva Street.

Acknowledgement of Correspondence. None.

Downtown Design Review

Application by Dimitrius Anagnos, 148 Cass St. Lake Geneva, for the request to raze and remove a portion of the building to incorporate additional outdoor dining to the exterior of the property, located at 811 Wrigley Dr., in the Central Business (CB) zoning district, Tax Key No. ZA483300003.

Dimitrius Anagnos, 148 Cass Street, presented his request. Zoning Administrator stated the request also includes moving the existing shed away from the alley, closer to the building. Planner Slavney clarified the patio would be stamped. Mayor Hartz asked about handicapped accessibility. Anagnos said the plan has two possibilities for handicapped accessibility.

Krajovic/Gibbs motion to approve the razing and removal of a portion of the building and include all staff recommendations.

Roll Call: Hartz, Gibbs, Catlin, Krajovic "yes." Motion carried unanimously.

Review and a Recommendation of an application submitted by Daniel & Andrea Pether for Extraterritorial Zoning (ETZ) land division creating a new CSM located at N2957 Marshall Ln. Lake Geneva, located in the Town of Geneva, creating a lot line adjustment Tax Key No. JA396100002.

Dan Pether, N2957 Marshall Lane, presented his request for a lot line adjustment and to remove the restriction to enter lot 1 from Marshall Lane. Slavney the proposed land division meets all city requirements.

Gibbs/ Catlin motion to recommend the Extraterritorial Zoning (ETZ) CSM with a lot line adjustment, and allow a driveway access to Lot 1 from Marshall Lane and include all staff recommendations and fact finding in the affirmative.

Roll Call: Hartz, Gibbs, Catlin, Krajovic "yes." Motion carried unanimously.

Public Hearing and Recommendation of a Conditional Use Permit filed by Thomas & Kathy George, 3380 S. Lake Shore Dr. Delavan 53115, for the request to allow Outdoor Commercial Entertainment land use located at 832 Geneva St, situated within the Central Business (CB) zoning district, Tax Key No. ZOP00252.

Thomas George, 3380 S Lake Shore Drive, Delavan, presented his request. Walling said this plan is an excellent use of the property and also meets all downtown requirements. Slavney thanked Mr. George for his efforts and asked which materials would be used for the patio. George said they would use pavers and maybe heated tables. Hartz asked about the hours of operation. George stated 7am to mid-afternoon and maybe 5:30-8 pm. Hartz suggested 7am-10pm for the hours. Hartz also asked if there would be outdoor music. George said it isn't in the plan. George thanks everyone.

Speaker #1: Brian Yunker, 311 Cook Street, shared his approval for the request at 832 Geneva Street.

Speaker #2: Ted Herrick, owns building at 821 Geneva Street, shared his support for this proposal and thanks the George's.

Krajovic/Gibbs motion to close the Public Hearing. Motion carried unanimously.

Hartz/Gibbs motion to approve the Conditional Use Permit to allow Outdoor Commercial Entertainment to include all staff recommendations and fact finding in the affirmative and the condition of the hours of operation to be 7am-10pm. Roll Call: Hartz, Gibbs, Catlin, Krajovic "yes." Motion carried unanimously.

Public Hearing and Recommendation of a Conditional Use Permit filed by Jonathan Grosso, 4209 W. Stonefield Rd. Mequon, WI 53902, for the request to allow the new installation of a 95' Pier with 1 boat slip located at 950 Mariane Terrace, situated within the Estate Residential – 1 (ER-1) zoning district, Tax Key No. ZSY00015.

Larry Quist, W6489 N Walworth Road, Walworth, representing Jonathan Grosso, presented the request. Walling said they meet all the requirements for the riparian rights of 12 ½ foot setbacks, under the maximum allowance of 100 feet and received DNR approval.

Gibbs/Krajovic motion to close the Public Hearing. Motion carried unanimously.

Krajovic/Catlin motion to approve the Conditional Use Permit for the new installation of a 95' pier with 1 boat slip and include all staff recommendations and fact finding in the affirmative.

Roll Call: Hartz, Gibbs, Catlin, Krajovic "yes." Motion carried unanimously.

Public Hearing and Recommendation of a Conditional Use Permit filed by Robert Nabasny, 311 S. Wells St. on the request to allow for an alteration and addition to the home located at 1544 W. Main St. located within the Estate Residential – 1 (ER-1) zoning district, Tax Key No. ZLM00070.

Robert Nabasny, 311 S Wells Apt 2, presented his request. Walling said it meets all the setbacks for SR-4 zoning. Slavney stated the proposed impervious surface is lower than what is allowed so it meets the landscape surface area requirements.

Speaker #1: David Frost, 1556 Orchard Lane, shared his concerns regarding the proposed house design, storm water drainage and the need for review by Lake Geneva Manor and the city engineer.

Speaker #2: Bob Krause, 311 Fox Lane, Woodstock, IL. Engineer working with the applicant, spoke about the drainage on the property and said they would work with the city engineer to assure there no additional water running off the back of property after construction.

Speaker #3: Jackie Getzen, 15 Lakeview Drive, representing neighbors, shared concerns about the steep grade and hard surfaces in the Manor which result in drainage issues.

Gibbs/Catlin motion to close the Public Hearing. Motion carried unanimously.

Commissioner Gibbs asked for clarification on the CUP process of the projects in the ER-1 zoning district. Slavney explained the process and suggested this project should be reviewed by the city engineer before action is taken.

Hartz/Gibbs motion to continue the public hearing and Conditional Use Permit application until the city engineer can review and approve the storm water drainage plan which may include the possibility of rain gardens in the back yard. Roll Call: Hartz, Gibbs, Catlin, Krajovic “yes.” Motion carried unanimously.

Public Hearing and Recommendation of a Conditional Use Permit filed by CDS Investments LLC, 1840 International Parkway, Woodridge, IL. 60517 on a request to raze and rebuild a new single family home located at 1550 Lake Shore Dr. situated within the Estate Residential – 1 (ER-1) zoning district, Tax Key No. ZLM00048.

Todd Cauffman, Lowell Custom Homes, representing the applicant, presented the request to raze and rebuild the home previously approved for renovation. Walling said the current structure doesn't allow for modifications which is why the applicant has submitted the proposed plan and application. Walling also said the footprint will stay the same. Slavney understands the dilemma after reviewing the plans.

Speaker #1: Jackie Getzen, 15 Lakeview Drive, supports the proposed plan of this home.

Speaker #2; Jay Kleiman, 1551 Lake Shore Drive, shared his approval of this plan to stay within the original footprint. He did share a concern about the asbestos and paint removal since there are kids in this subdivision as well as the property's proximity to the lake. Walling said they are sending samples to the DNR, watering the house to mitigate the dust, and providing erosion control or a water capturing system to prevent this water from going into the lake. Gibbs asked if the lot was flat and were there any water issues. Cauffman stated the property slopes a bit on the sides but the front and lake side areas are flat and is easy to contain.

Krajovic/Gibbs motion to close the Public Hearing. Motion carried unanimously.

Krajovic/Catlin motion to approve the Conditional Use Permit to raze and rebuild a new home and include all staff recommendations and fact finding in the affirmative.

Roll Call: Hartz, Gibbs, Catlin, Krajovic “yes.” Motion carried unanimously.

Public Hearing and Recommendation of a Conditional Use Permit filed by Lake Geneva Public Library, 918 W. Main St. the request is to allow the message display reduction to 30 seconds from the current 60 second static text message for Community Information Signs, located within the Estate Residential – 1 (ER-1) zoning district, Tax Key No. ZOP00348.

Hartz/Krajovic motion to continue the public hearing and recommendation of the Conditional Use Permit for a message display reduction.

Roll Call: Hartz, Gibbs, Catlin, Krajovic “yes.” Motion carried unanimously

Comprehensive Plan application review, a single application for the property located at the North West corner of the intersection of Townline Rd and Edwards Blvd., the applicant is 120 Properties LLC, Ron & Robin Bender. Tax Key No. ZYUP00198.

Slavney presented the Comprehensive Plan application request and referenced the neighborhood meeting which provided feedback reflecting a transition of future land use within this property. Slavney stated the Plan Commission will make a recommendation for this request at the September Plan Commission Meeting. Commissioner Krajovic asked for clarification of the future land use, the bike path, and the potential for traffic congestion. Hartz said the road capacity would be addressed when the developer begins to plan for the specific areas within the project.

Public comments:

Speaker #1: Bob Tymcio, 677 Joshua Lane, asked how many units would be planned for the multi-family residential land use. Slavney said the developer stated a year ago they would need 100 units to allow for on-site property management. Tymcio also asked if stoplights are allowed on Townline Road. Hartz said stoplights are allowed as well as stop signs. Tymcio asked if the bike path goes on the west side of property, would it be part of the existing homes on Joshua Lane. Slavney stated the bike path would be part of the Bender property, not on the property of the existing homes.

Speaker #2: John Schnurr, 701 Joshua Lane, attended the neighborhood meeting, shared his concerns about the height of the buildings and the traffic on Townline Road. His new concern is the road connecting the existing subdivision with the new development resulting in more traffic in his subdivision which has at least 30 kids and his lot is located in this area. He is worried about the children's safety.

Speaker #3: David Widzisz, 748 N Andria Drive, shared his concerns of traffic congestion, especially for his sons riding bikes in his subdivision, if the connecting road is approved. He is also concerned about the potential for more cars traveling on Townline Road after this development.

Slavney explained the concept of connected neighborhoods with like land uses and said this concept is not the only option. All concepts including traffic and design are subject to design review by engineers.

Adjournment. Gibbs/Catlin motion to adjourn at 7:42 p.m. Motion carried unanimously.

/s/ Brenda Follensbee, Building & Zoning Administrative Assistant

THESE ARE NOT OFFICIAL MINUTES UNTIL APPROVED BY THE PLAN COMMISSION

FINANCE, LICENSING & REGULATION COMMITTEE MINUTES
TUESDAY, AUGUST 20, 2019 – 6:00 PM
CITY HALL, CONFERENCE ROOM 2A

Committee Members: Chairperson Ken Howell, Alderpersons: Selena Proksa, Doug Skates, John Halverson, and Rich Hedlund

The meeting of the Finance, Licensing, and Regulation Committee was called to order by Chairperson Howell at 6:00 p.m.

Roll Call

Present: Howell, Halverson, Hedlund and Proksa

Absent / Excused: Skates

Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda except for public hearing items. Comments will be limited to 5 minutes

Bridget Leech, N320 Hyland Drive spoke in support of the Ice Castles proposal. Believes it is a great boost to the local economy and employment for local residents.

Lake Geneva School Superintendent Jim Gottinger voiced concerns with the proposal to locate Ice Castles at Dunn Field in regard to use of Waverly Street and the Eastview School parking lot.

Marcie Hollmann (School Board member) voiced opposition to the Dunn Field location for Ice Castles.

Jerry Kuroghlian 526 Maxwell Street voiced opposition to the proposed location for Ice Castles, believes location is inappropriate and is a safety risk to children in the neighborhood and the school.

Carlie Blackman addressed the committee concerning the Semper Running Half Marathon to be held July 11, 2020.

Nick Vorpagel of 5907 Highway 50 expressed support for the Ice Castles event.

(Name inaudible) of 500 S. Edwards opposes Dunn Field as location for Ice Castles; believes too close to the school.

China Cult 738 W. Main Street opposes the Ice Castles project at the proposed location. Believes there are environmental issues with the location and another location is needed.

Shannon McCarthy of 133 Orchard Street spoke in support of the Ice Castle proposal.

Ted Hergg 821 Geneva Street opposes the Ice Castle request, believes it is too close to Eastview School.

Bill Huntress of 1015 Pleasant Street opposes new location for ice castles. He's against commercializing the city's parks and believes there will be traffic / congestion issues.

Shawni Mutter of Visit Lake Geneva addressed the committee and asked for a waiver of the fees being considered tonight for upcoming events.

Stephanie Klett of 527 Center Street spoke in support of Ice Castles for its economic benefit as well as the national / international press it provides the region.

Mr. P. Peterson of Evergreen Lane questioned the economics of having ice castles and opposes it as currently proposed.

Kevein Fleming of 1032 Street expressed his support for ice castles and encouraged the city and the school district to cooperate to make this event occur.

Jessie Stone (representing ice castles), addressed the various comments that have been brought up so far during the public comment portion of the meeting. Stated that ice castles has existed for nine years and have located near schools previously. Also stated that security of the site, safety of visitors and protection of the environment all are priorities for ice castles. Also stated that ice castles will be making \$300,000 worth of improvements to the park.

Beth Tumus of The Bottle Shop expressed her support for ice castles as a benefit to the city's economy during the off season. Encouraged use of shuttles to get visitors to the location.

George Chironis expressed concerns with ice castles being located so close to Eastview School as well as the impact on the school's parking lot.

Peg Esposito of 124 Darwin Street opposes the location of ice castles as being too close to the school and the river.

Sean Payne expressed support for the new location for the ice castles.

Charlene Klein 817 Wisconsin Street expressed opposition for the relocation of ice castles. Doesn't believe it will be helpful to the downtown economy. Also questions the "two tier event permit" submitted by ice castles. Doesn't believe the fee structure is same for a one day event and a season long event.

Linda Boilini of 728 W. Main Street expressed concern with use of street parking and school parking lot. Believes this proposal is rushed and incomplete.

Approve the Regular Finance, Licensing and Regulation Committee Meeting minutes of August 6, 2019, as prepared and distributed

Motion by Proksa to approve the minutes, second by Halverson. No discussion. Motion carried 4-0.

Howell so moved to suspend the rules and move item ten (10) up to agenda item five (5). Proksa seconded the motion. Motion carried 4-0.

Discussion/Recommendation regarding City of Lake Geneva Garbage and Recycling RFP and of possible contract extension with John's Disposal

City Administrator Nord addressed the committee concerning the option of going out for a Request for Proposal (RFP) or to extend the City's contract with Johns Disposal Service, Inc. After some discussion, Nate Austin, Municipal Sales Manager for Johns Disposal, addressed the committee concerning the possibility of a three year or a five year extension. The services provided would remain as they are currently with the exception of an annual event that would allow residents to dispose of electronics. Finance Director Karen Hall presented the committee with information concerning the proposals' impact on next year's budget. After additional discussion Howell so moved to enter into a five year contract extension with Johns Disposal. Halverson seconded the motion. Motion carried 4-0

Licenses & Permits

2019-2021 Original & Renewal Operator License applications filed by various applicants as listed in packet

Motion by Proksa to approve, second by Halverson. No discussion. Motion carried 4-0.

Discussion/Recommendation regarding a Riviera Ballroom Lease Agreement Application filed by VISIT Lake Geneva to be used January 27, 2020 through February 2, 2020 for the event of Winterfest (Applicant is requesting waiver of all fees in an amount of \$2,400)

After brief discussion concerning the City's recently adopted special events policy, Proksa so moved to hold this topic over until the next Finance, Licensing & Regulation Committee (FLR), Halverson seconded the motion. Motion carried 4-0.

Discussion/Recommendation regarding a Street Banner Permit Application filed by VISIT Lake Geneva to be displayed January 1, 2020 through February 2, 2020 (Applicant is requesting waiver of all fees in an amount of \$363)

After brief discussion concerning the City's recently adopted special events policy, Proksa so moved to hold this topic over until the next Finance, Licensing & Regulation Committee (FLR), Hedlund seconded the motion. Motion carried 4-0.

Discussion/Recommendation regarding a Temporary Class "B" / "Class B" Retailer's License Application filed by VISIT Lake Geneva for the event of the Winterfest Showcase to be held on January 30, 2020 at the Riviera Ballroom, 812 Wrigley Dr, Lake Geneva, WI

After brief discussion, Halverson so moved to approve the request, Hedlund seconded the motion. Motion carried 4-0.

Discussion/Recommendation regarding a Temporary Operator License Application filed by Shawni Mutter to be used at the Winterfest Showcase to held January 30, 2020 at the Riviera Ballroom, 812 Wrigley Dr, Lake Geneva, WI

After brief discussion, Proksa so moved to approve the request, Halverson seconded the motion. Motion carried 4-0.

Discussion/Recommendation regarding an Event Permit Application filed by VISIT Lake Geneva for the event of the 44th Electric Christmas Parade to be held December 7, 2019 from 3:00 p.m. to 6:30 p.m. on Broad Street and Main Street of Downtown

After brief discussion, Hedlund so moved to approve the request, Halverson seconded the motion. Motion carried 4-0.

Discussion/Recommendation regarding an Event Permit Application filed by Dakota, INC for the event of Fat Tire Ride to be held September 14, 2019 in the parking lot behind Champ's Bar & Grill

After brief discussion, Proksa so moved to approve the request, Halverson seconded the motion. Motion carried 4-0.

Discussion/Recommendation regarding an Event Permit Application & Fireworks Display Application filed by Shannon Previte for the event of Badger High School Homecoming Fireworks Display to be held October 11, 2019 at Badger High School from 6:00 p.m. to 10:00 p.m

After brief discussion, Hedlund so moved to approve the request, Proksa seconded the motion. Motion carried 4-0.

Discussion/Recommendation regarding an Event Permit Application filed by Carlie Blackman for the event of Semper Running Half Marathon to be held July 11, 2020 located at South Lake Shore Drive ending at Seminary Park from 5:00 a.m. to Noon (Approval of permit with conditions identified by the Fire Department)

The Fire Department states that the two conditions have been agreed to by the events planner. After brief discussion, Halverson so moved to approve the request, Proksa seconded the motion. Motion carried 4-0.

Discussion/Recommendation regarding a Temporary Class "B" / "Class B" Retailer's License Application filed by Lot of Love, Inc for the event of Falz Fest to be used on September 20, 2019 at 965 Wells St, Lake Geneva, WI

The events coordinator Beth Luther spoke about the event and answered questions from the committee. After further discussion, Hedlund so moved to approve the request, Proksa seconded the motion. Motion carried 4-0.

Discussion/Recommendation regarding an Event Permit Application filed by Ice Castles LLC for the event of Ice Castles Display to be held at Dunn Field Park from October 1, 2019 to April 1, 2020

Members of the committee took turns expressing their opinions on the proposed Ice Castle event as well as it's proposed location. General discussion was held. Howell so moved to waive the rules and allow Jessie Stone from Ice Castles to make a presentation and to answer committee members' questions. Proksa seconded the motion. Motion carried 4-0. Jessie Stone addressed the committee and answered various questions from the committee members as to why other park locations were not acceptable for Ice Castles. Stone further stated that the entire project is contingent on Ice Castles coming to an agreement with the school district. Stone outlined other improvements being proposed to the site if Ice Castles were to locate in Dunn Field.

Lake Geneva School Superintendent Jim Gottinger stated that he and the School District had only heard about the proposal for Ice Castles this past Wednesday and has several concerns about the event. After further discussion Proksa so moved to forward this to the Common Council without a recommendation. Halverson seconded. Motion carried 4-0.

Discussion/Recommendation regarding an Original Application for a Class "A" Intoxicating Liquor License Application and "Class A" Fermented Malt Beverage License Application filed by 1111 N Edwards Blvd, LLC d/b/a Fairfield Inn & Suites located at 1111 N Edwards Blvd, Lake Geneva, WI 53147

Hedlund so moved to approve the request, Halverson seconded the motion. Motion carried 4-0

Discussion/Recommendation regarding donation of City of Lake Geneva Fire Department Ambulance to the City of Delevan

Lt. Dennis Detowski advised the committee that the Police and Fire Commission approved the donation of the 1996 ambulance to the City of Delevan, Wisconsin. The Committee asked various questions including why the vehicle was being donated as opposed to sold to Delevan. After further discussion Howell so moved to approve the donation. Proksa seconded. Motion carried 4-0.

Discussion/Recommendation regarding setting a date and time for Annual City of Lake Geneva Trick or Treating for 2019

General discussion was held concerning the various possible dates and times for trick or treating within the city limits of Lake Geneva. After further consideration, Hedlund so moved that Trick or Treating within the city limits be held Sunday, October 27th between the hours of noon and 4pm. Halverson seconded the motion. Motion carried 4-0.

Discussion/Recommendation regarding field lease agreement with the Lake Geneva YMCA for Veterans' Park

Hedlund moved that this topic be referred to the City's Park Board for discussion. Halverson seconded the motion. Motion carried 4-0.

Discussion/Update regarding City of Lake Geneva Employer Clinic

Karen Hall provided the committee with an update concerning the use of the city's clinic hours by city staff.

Discussion/Update regarding City of Lake Geneva Health Insurance

Karen Hall reported that she and other city staff recently met with the city's health insurance consultant. It was recommended that the city not change its insurance for three years. Hall also provided a year to date overview concerning claims by city employees. After further discussion Hedlund asked that Administrator Nord contact the state to attempt to secure a quote from the State's insurance program.

Discussion regarding July Treasurer's Report and Budget versus Actual

Karen Hall provided a general overview of the monthly report and pointed out three line items for additional explanation. Mayor Hartz stated he and Administrator Nord recently met with assessor to discuss improvements for next year's process.

Presentation of Accounts

Prepaid Bills in the amount of \$ 50,365.69

Karen Hall reported that there was a transposition error and the amount is actually \$50,356.69. Hedlund so moved to approve the prepaid bills. Halverson seconded. Motion carried 4-0

Regular Bills in the amount of \$133,781.93

Halverson so moved to approve the regular bills. Proksa seconded. Motion carried 4-0.

Adjournment

Motion by Hedlund to adjourn the meeting, second by Halverson. Motion carried 4-0. The meeting adjourned at 8:05 p.m.

Lake Geneva Utility Commission Minutes
Regular Lake Geneva Utility Commission Meeting
Wednesday August 21, 2019 4:00 PM
Conference Room 2A, City Hall – 626 Geneva Street

Call Meeting to Order- by Lyon at 4:02pm

Roll Call - Members present: Dennis Lyon, Admn. Nord, Ald. Flower, Ald. Hedlund & Ann Esarco. Mayor Hartz arrived at 4:15pm. **Members absent:** Mark Johnson.

Staff in attendance: Josh Gajewski & Jo Busch

Public in attendance: Brad Stuczynski of MSA Professional Services

Comments from the public as allowed by Wis. Statutes §19.84 (2), limited to items on this agenda except for public hearing items. Comments will be limited to 5 minutes.

None

Approve Utility Commission Minutes from July 17, 2019 as prepared and distributed

Esarco/Flower motion to approve. Passed 5-0.

Acknowledgement of Correspondence

Gajewski discussed a letter from the DNR regarding the Wastewater Treatment Plant voluntarily monitoring for perfluoroalkyl (PFAS) substances. He explained the pros and cons of testing at this time. He also reviewed a second letter from the DNR regarding a notice of non-compliance which, he explained, is the result of a force main break that occurred at the Big Foot Lift Station in June. The Lift Station was immediately repaired and therefore we are back in compliance.

Financials Update

Gajewski reviewed the financials through July 2019.

Hedlund/Esarco motion to approve the July financials. Passed 5-0.

Mayor Hartz arrived.

Approval of the July bills

Flower/Esarco motion to approve the July bills. Passed 6-0.

Directors Report

Gajewski reviewed the submitted Directors Report and added that we had received a visit from the Department of Safety and Professional Services. The visit went well and the only recommendation from them was to update our Safety Manual which will be done.

Discussion/Recommendation regarding Scope of Services – Dodge Elevated Reservoir Raising prepared by MSA Professional Services

Brad Stuczynski from MSA reviewed the submitted scope of services and answered questions. If we proceed with them, we would get to the point of receiving bids and therefore have a solid dollar amount for the project. The tower also needs to be painted regardless of whether we raise it and that would be included in this work. Paint samples have been taken to be evaluated to determine coating options. Discussion followed. More to be discussed in closed session. No action taken.

Update on maintenance and repair plans for WWTF clarifiers

Gajewski reviewed the findings so far and reported that due to a bad leak, the airline to the oxidation ditch will need replacing. This project is expected to start in October/November but is dependent on the contractors and the weather.

Discussion/Action regarding updated scope of work for Well #4

Gajewski reviewed the submitted photographs and detailed the repairs and modifications that need to be made. Water Well Solutions recommend treating the well with acid and a CO2 injection the same as we did for Well #3. Even with these treatments we would still be within budget. Discussion followed. No action taken.

Discussion/Action regarding abandonment of Sage St water main – Haskins St to Spring St

This is a 4” watermain installed around 1915 and the work to abandon it and replace the associated water services is planned for Fall 2019 to be completed before the 2020 Sage St paving project. Flower would like to see the UC and PW departments have a 3-5-year plan to follow. Gajewski said that the UC does not have the finances to keep up with the DPW’s road plan, but he will continue to work in conjunction with PW in looking ahead at planned projects. Discussion followed.

Hedlund/Hartz motion to approve the abandonment of the 4” water main on Sage Street and to have the work completed by Down to Earth as itemized in their proposal. Passed 6-0.

Lyon/Hedlund motion to go into closed session pursuant to Wis. Stat. 19.85(1) (e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session specifically regarding: a.) T-Mobile license agreements, b.) Proposal from Omega Homes for Water Tower Improvements for The Vistas of Lake Geneva, c.) Professional Services Agreement – Dodge Elevated Reservoir Raising with MSA Professional Services. and pursuant to Wis. Stat. 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, regarding Office Manager Jo Busch and to include the Utility Director in the closed session.

Motion carried on a roll call vote 6-0. The Commission convened into closed session at 5:20 pm.

Esarco/Hedlund motion to return to open session pursuant to Wisconsin Statutes 19.85(2) and take action on any items discussed in closed session

Motion carried on a roll call vote 6-0. The Commission convened into open session at 6:47pm.

- a) Hedlund/Hartz motion to direct staff to proceed with the negotiation of the T-Mobile License Agreement as discussed in closed session. Passed 6-0.
- b) Hedlund/Flower motion to direct staff to proceed with the negotiation of a financial contribution toward the Dodge Tower improvements as discussed in closed session. Passed 6-0.
- c) Hedlund/Esarco motion to approve the Professional Services Agreement – Dodge Elevated Reservoir Raising with MSA Professional Services for an amount not to exceed \$29,450.00. Passed 6-0.
- d) Esarco/Hedlund motion to direct staff to proceed with the employee compensation for Office Manager Jo Busch as discussed in closed session. Passed 6-0.

Adjourn

Flower/Hartz motion to adjourn at 6:49pm. Passed 6-0.

/s/ Jo Busch, Office Manager

**THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE
LAKE GENEVA UTILITY COMMISSION**

Avian Committee
Monday, August 26, 2019 5:00 PM
City Hall, Conference Room 2A

Members: Chairperson Selena Proksa, Beverly Leonard, Sarah McConnell, Carol Zimmerman, Jill Rodriguez, Karen Gallo.

1. Call to order by Chairman, Selena Proksa at 5:02 pm
2. Roll Call: Present: Selena Proksa, Beverly Leonard, Sarah McConnell, Carol Zimmerman, Jill Rodriguez, Karen Gallo. Absent : None.
Also present: Kelly Happ
3. Approval of Minutes from July 22, 2019 meeting
Motion to approve by McConnell, Second by Leonard
Motion to approve: Vote 6 yes, 0 no, 0 abstain
4. Comments from the public limited to 5 minutes and items on the agenda– no public present
5. Discussion / Recommendation Status of Kelly Happ's appointment
Kelly will be appointed to the Avian Committee at the Council meeting this evening.
6. Discussion /Recommendation Budget
 - a. Special Finance Meeting on 9/26/19 for budget presentation. Avian time slot is 4:30 pm and Jill will make the presentation
 - b. Budget update current and outstanding debts against budget
Carol gave an update on her expenses against the Tourism grant; Jill and Sarah have some additional expenses. Advertising costs for Visit Lake Geneva posts will also be paid from the grant, as well as expenses for Swift Night Out. Other current year expenses will include recognition (pizza party) for the street department and other items TBD at a later meeting: house maintenance items and gourd installation parts. Selena will ask Karen Hall for an itemized expenditure list.
The 2020 Budget will be discussed at a special meeting at 4:30 on Monday, September 9.
7. Discussion / Update Requirements for Tourism Grant math – status
Discussed under the Budget above.
8. Discussion /Update Alliant Energy Bird Watching Kits.
They are complete and fabulous! Sarah demonstrated and showed off all the components. They will be showcased at the Council meeting on 9/9 with special recognition to partnering organizations and individuals (see attached)

9. Discussion /Update Swift Night Out

Everything is pretty set. Toni Vogel or Jill will work with the kids during the presentation. It was agreed to provide an honorarium for our speaker to donate to his organization.

10. Discussion /Update Meeting with Tree Committee

We will offer to co-host an event or project for the next year,

11. Discussion /Update Presentation at Rotary Club 9/3 Noon at Tuscan.

Presentation will be before lunch but if you'd like to stay for lunch let Jill know. Carol will update the Powerpoint and make the presentation with others assisting.

12. Discussion Recommendation Purple Martin Colony.

Discussion took place regarding the gourds, dummy eggs (decided against) and replacing cables, which we will have to secure the labor for. These will be discussed further at the budget meeting. It looks as if we had about 30 babies, a very successful season considering the terrible spring.

13. Discussion/Recommendation Street Department

Houses should come down after 10/1 and a work day will be planned to clean the nest boxes. Some poles will be secured with new concrete and gourd pole will be installed at the same time, next season Discussion about providing a pizza party for street department was finalized, with a date TBD.

14. Next regular meeting is Monday, September 23 5:00 pm and the special budget planning meeting will be September 9 @ 4:30 and then the Committee will attend the Council meeting.at 6:00

15. Adjourn

Leonard moved to adjourn, second by McConnell

Motion approved: Vote 6 yes, 0 no, 0 abstain

The meeting was adjourned at 5:55 pm.

These minutes are not official until approved by the Avian Committee

**LAKE GENEVA POLICE AND FIRE COMMISSION
BUDGET WORKSHOP
MONDAY, AUGUST 26, 2019 AT 4:00 P.M.**

This budget workshop was held in the Police Department Training Room, 2nd floor, City Hall, 626 Geneva Street, Lake Geneva, Wisconsin, 53147.

Commissioners Connors, Jordan, Pollard and Saul were present. Commission Horne was excused. Also present: Police Chief Rasmussen, Police Lieutenant Gritzner, Police Lieutenant Way, Fire Captain Detkowski, Police and Fire Liaison Skates, City Administrator Nord, Comptroller Hall and Administrative Assistant Papenfus

1. Fire Department 2020 budget discussion

Captain Detkowski presented the 2020 Fire Department budget. There is a 2% increase for salaries and a 3% increase for utilities. Captain Detkowski also discussed equipment replacement projects including a new air boat. No recommendations by the Police and Fire Commission reference the budget proposal.

Also in the Equipment Replacement Fund is the request for a Mobil Command vehicle for both the Fire Department and the Police Department. Connors and Saul felt there was more of a need for an air boat than a command vehicle. Both commissioners wanted to see a more extensive explanation of uses for the vehicle.

2. Police Department 2020 budget discussion

Lieutenant Gritzner presented the 2020 Police Department budget. The budget included a 2 to 2.5% increase in wages and an overall budget increase of 3%. Equipment outlay is down some from last year. Chief Rasmussen explained the UL certification and noted that the department will have some revenue generation from the new alarm monitoring system. Jordan felt that while the Honor Guard program was a nice program, funding the project may have to be set aside for another year or try to get donations for that project.

Meeting adjourned at approximately 5:30 p.m.

Respectfully submitted,



Cindy Papenfus
Administrative Assistant

c: Police Chief

Fire Chief

Commissioners-file

Commission Liaisons

City Administrator

City Clerk

City Comptroller

Council Members - Mayor

**MINUTES NOT OFFICIAL UNTIL APPROVED AT THE NEXT POLICE AND FIRE
COMMISSION MEETING**

**BOARD OF PARK COMMISSIONERS
WEDNESDAY, AUGUST 28, 2019
CITY HALL, CONFERENCE ROOM 2A
MINUTES**

President Esarco called the meeting to order at 6:42 p.m. CST.

Roll Call: Present: President Esarco, Mayor Hartz, Alderman Straube, Barbara Philipps, Obdulia Alvarez, Peggy Schneider, Brian Olsen, Dave Quickel

Excused: Meaghen Madden-Van Dyke

Staff Present: Neil Waswo, Street Superintendent

Also in attendance were Alderman Flower and Alderman Dunn

Public Present: MaryJo Fesenmaier, Dick Malmin, Charlene Klein

Approval of Board of Park Commissioner meeting minutes from July 24, 2019:

Philipps/Straube moved to approve the minutes as presented. Motion carried 8-0.

Comments from the public: (The following are summaries and not direct quotes)

Charlene Klein: Charlene asked that more detail be included in the minutes, particularly with the discussion about moving the Never Say Never line item of \$15,000 from the Park Fund to the Park Impact Fees. Why was moving the funds being considered and what was the result of the discussion?

MaryJo Fesenmaier 1085 South Lake Shore Drive, City of Lake Geneva: MaryJo made two points. The first was a correction to the minutes from the prior meeting. She asked that her statement about Hillmoor be corrected to read as follows: "MaryJo then expressed her support for Hillmoor Park." Second, she suggested that the fees for the use of the parks are too small.

Dick Malmin: Dick noted that the Ice Castles were the best money raisers anywhere. Further he explained to the Board that its responsibility is to manage the parks and that Ice Castles LLC should have applied to the Board for permission to use the Frisbee golf course for their event. He recommended that Ice Castles look at locating in Hillmoor.

Acceptance of Board of Park Commissioners Funds Report:

Esarco outlined the balances in the two funds; the Park Impact Fee Funds and the Park Fund. Hartz explained that he consulted the City Attorney about moving the Never Say Never designated funds of \$15,000 from the Park Fund to the Park Impact Fee Fund to free up the \$15,000 to repair and replace playground equipment. The City Attorney advised that the use of the Impact Fees must meet state guidelines and the Never Say Never Park does not meet those guidelines. The Never Say Never designated funds thus will remain in the Park Fund.

BOARD OF PARK COMMISSIONERS
WEDNESDAY, AUGUST 28, 2019
CITY HALL, CONFERENCE ROOM 2A
MINUTES

New Business

Recreational Trails Program Grant

Neil Waswo reported that the DNR had a grant available to fund multi use paths. It can be found at <https://dnr.wi.gov/Aid/RTP.html>

Grant Applications – Proposal from Vandewalle:

Hartz reported that Vandewalle will present a list of potential grants to fund projects that the Board is considering at the September Board meeting. Hartz shared the email he sent to Vandewalle that identified the types of projects that the Board was considering.

Four Seasons:

Esarco addressed the safety issues at Four Seasons Nature Preserve. She related a visit to a similar park near Reek School and how it differed from Four Seasons. The Vandewalle list to be presented next meeting will address the issue of applying for funds to pay to make Four Seasons safer.

Neil Waswo report:

- All tree rings have been mulched
- Playgrounds have been re-chipped
- Flat Iron park has been restored following Venetian Fest
- No further damage has occurred at Dunn Park Restroom since it has been closed early
- The summer crew of the Street Department is slowly leaving, returning to school. They were hard and diligent workers.
- Replaced another latch on the gate at the Dog Park
- Continue to fill holes in the dog park as fast as the dogs dig them
- The Purple Martin houses will be coming down in September
- Neil and the playground equipment vendors will be completing the annual inspection and inventory of the City's playground equipment
- The brush and trees along the old railroad bridge over the White River adjacent the Utility Commission will be trimmed and cleared in the first two weeks of September at the request of the Police Department

Maple Park tennis wind screen:

Neil Waswo presented a bid to purchase and install wind screens at the Maple Park Tennis Courts for \$4,500. There is not enough money in the budget to pay for this improvement.

Veterans Park ice rink:

Neil Waswo reported that an ice rink was previously planned for the area next to the parking lot off of Geneva Parkway. The Vandewalle list to be presented next meeting will address the issue of applying for funds to purchase and install a hockey rink at Veterans Park. Quickel noted that the City used to have two rinks; one on the lake and the other on the lagoons at Bigfoot State Park. Why wouldn't we try to install one on the lake again? The kids used to take care of the

BOARD OF PARK COMMISSIONERS
WEDNESDAY, AUGUST 28, 2019
CITY HALL, CONFERENCE ROOM 2A
MINUTES

rink on the lake. No action was taken although there appeared to be general consent to reconsider using the lake as an ice skating rink again.

Fee structure for park usage:

Esarco reviewed the fee structure and security deposits for park usage.

Olsen/Esarco moved to recommend that the Council review the security deposit requirements for Tier 1, Tier 2, and Brunk Pavilion.

Motion carried 8-0.

Olsen/Hartz moved to recommend that the Council change the City of Lake Geneva Event Permit Policy and Application to reflect the following:

- For the Public Assembly Permit:
 - Attendance should be under 500
 - The price should mirror that of the Temporary Use Permits granted by the Building and Zoning Department on private property

Motion carried 8-0.

Olsen/Esarco moved to recommend that the Council change the City of Lake Geneva Event Permit Policy and Application to reflect the following:

- For the Tier 1 Events:
 - Attendance should be between 501 to 3,000
 - For profit organizations should pay - \$250 total for up to 7 days with an additional \$50/day fee thereafter
- Tier 2 Events:
 - Attendance 3001+
 - For profit organizations should pay - \$500 total for up to 7 days with an additional \$100/day fee thereafter

Motion carried 8-0.

YMCA Fall Schedule

No YMCA staff present to discuss

Discussion/Recommendation: YMCA Agreement Review

The agreement was dispersed and because it was not part of the packet, was not discussed.

Discussion/Recommendation: Bicycle Rack Donation from Treadhead Cycling

Neil Waswo suggested that the rack could replace the current deteriorated racks located at the Riviera and/or the Beach House.

Park Bench near Ed Jaeger tree

The Vandewalle list to be presented next meeting will account for funds to purchase and install benches overlooking the disc golf course and dog park.

**BOARD OF PARK COMMISSIONERS
WEDNESDAY, AUGUST 28, 2019
CITY HALL, CONFERENCE ROOM 2A
MINUTES**

Old Business

Equipment replacement report – Neil Waswo completed in his report.

White River Bridges – The Park Board does not have the budget to address the bridges this year.

Safe Routes to School

The Vandewalle list to be presented next meeting will address the application for Safe Routes to School funds.

Accolades

The committee extending their appreciation to Gary Dunham and Habitat for Humanity and local church Youth Groups for assistance in repairs/painting at Veteran's Park.

Future meeting agenda items: YMCA Agreement, \$15,000 budgeted for bicycle lanes, Ice Rink on Lake Geneva, Vandewalle Grant Application List.

Olsen/Philipps moved to adjourn the meeting of the Board of Park Commissioners.
Motion carried 8-0. The meeting adjourned at 8:40 p.m.

Recorded by Mayor Hartz, Secretary of the Board of Park Commissioners. These minutes are not official until approved by the Board of Park Commissioners

AS PER DISCUSSION TREE REPLACEMENT PRIVATE AND PUBLIC THE QUESTION IS WHO IS RESPONSIBLE FOR REPLACEMENT AND HOW DO WE NOTIFY AND ENFORCE WE ARE A DEDICATED TREE CITY BUT WE ARE LOOSING LOTS OF TREES OVER THE PAST 10/15 YEARS MANY NEW OFFICE BUILDING AND BIG BOX STORES HAVE BEEN BUILT. PERMITS WERE ISSUED BASED ON LANDSCAPING AND MAINTENANCE. WE ARE NOW SEEING THAT AS LANDSCAPING AND TREES DIE THEY ARE NOT BEING REPLACED TREES/LANDSCAPING ARE MEANT TO SOFTEN THE LOOK OF LARGE BUILDINGS AND COMPLEXES

875 TOWNLINE ROAD 3 TREES REMOVED IN FRONT AND NOT REPLACED
NO REPLACEMENTS

851 PARK DRIVE 4 TREES IN FRONT CUT DOWN AND NOT REPLACED
NO REPLACEMENTS

550 COMMERCIAL COURT 4/6 TREES REMOVED AND NOT REPLACED
3 REPLACEMENTS LOOKS NICE

500 COMMERCIAL COURT 3/4 TREES REMOVED
NO REPLACEMENTS ONE OR TWO MORE DEAD

700 GENEVA PARKWAY
THIS BUILDING HAS BEEN RENOVATED. LANDSCAPING AND TREES REMOVED AND NEVER REPLACED. YOU MUST DRIVE THRU PARKING LOT TO SEE WHAT THIS LOOKS LIKE.
2018/19 REMOVED FRONT BERM AND 3 MORE TREES
TWO SMALL TREES PLANTED IN PARKING LOT

961 PARK DRIVE 1/3 TREES REMOVED NEVER REPLACE

WALGREENS/ RED GERAINIUM 3 TREES BETWEEN BUILDINGS CUT DOWN NOT REPLACED
WALGREENS DEAD AND REMOVED LANDSCAPING.
NO IMPROVEMENTS MADE

ALDI/HOMEGOODS MISSING TREES AND SCHRUBS IN PARKING LOT ISLANDS

2018

THIS IS JUST INFO I AM PASSING ON TO YOU FOR REVIEW AND OR ACTION.
I WOULD BE HAPPY TO WALK THESE AREAS WITH TREE BOARD AND PARK BOARD TO REVIEW LETS HELP TO KEEP TREE CITY DESIGNATION.

CITIZEN JOHN SWANSON

FINANCE, LICENSING & REGULATION COMMITTEE MINUTES
TUESDAY, SEPTEMBER 3, 2019 – 6:00 PM
CITY HALL, CONFERENCE ROOM 2A

Committee Members: Chairperson Ken Howell, Alderpersons: Selena Proksa, Doug Skates, John Halverson, and Rich Hedlund

The September 3, 2019 meeting of the Finance, Licensing, and Regulation Committee was called to order by Chairperson Howell at 6:00 p.m.

Roll Call

Present: Howell, Proksa, Skates, Hedlund, and Halverson

Absent: None

Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda except for public hearing items. Comments will be limited to 5 minutes

Jackie Getzen 15 Lake View Dr; Spoke in opposition of the Hillmoor Property feasibility study being conducted by the City and questioned why the developer isn't preparing a plan.

Spyro Condos; 1760 Hillcrest Dr; Spoke in opposition of the Hillmoor Property feasibility study being conducted by the City. He also spoke in regards to the liquor license issuance policy and warned to the policy potentially being discriminatory.

Hank Sibbing; 1725 Hillcrest Dr; Spoke in opposition of the Hillmoor Property feasibility study being conducted by the City. He also spoke to the need for a public survey to be conducted in regards to the property.

Jim Strauss; 1517 Meadow Ridge Cir; Spoke in opposition of the Hillmoor Property feasibility study being conducted by the City.

Ted Hering; 821 Geneva St; Spoke in regards to the Liquor License Issuance Policy and spoke in opposition of the potentially limiting factors within the policy. He spoke in opposition of the Hillmoor Property feasibility study being conducted by the City and would like a public survey conducted.

Mary Jo Fesenmaier; 1085 S Lake Shore Dr; Spoke in opposition of the Hillmoor Property feasibility study being conducted by the City and would like a public survey conducted.

Maureen Marks; 834 Dodge St; Spoke in opposition of the Hillmoor Property feasibility study being conducted by the City and would like a public survey conducted.

Charlene Klein; 817 Wisconsin St; Spoke in opposition of the Hillmoor Property feasibility study being conducted by the City.

Dick Malmin; N1991 Lake Shore Dr; Spoke in opposition of the Hillmoor Property feasibility study being conducted by the City.

David Frost; 1556 Orchard Ln; Spoke in favor of having some parking regulations within the Geneva Manor as it is difficult for emergency vehicles to get through.

Terry O'Neill; 954 George St; Spoke in opposition of the Hillmoor Property feasibility study being conducted by the City.

Approve the Regular Finance, Licensing and Regulation Committee Meeting minutes of August 20, 2019, as prepared and distributed

Motion by Skates to approve the minutes of the August 20, 2019 Finance, Licensing, and Regulation Committee, second by Hedlund. No discussion. Motion carried 5-0.

Licenses & Permits

2019-2021 Original & Renewal Operator License applications filed by various applicants as listed in packet
Motion by Skates to approve, second by Halverson. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding approval of waiver of fees for a Riviera Ballroom Lease Agreement Application filed by VISIT Lake Geneva to be used January 27, 2020 through February 2, 2020 for the event of Winterfest (Fees in an amount of \$2,400)

Motion by Proksa to suspend the rules to allow Shawni Mutter of VISIT Lake Geneva to speak, second by Skates. No discussion. Motion carried 5-0.

Ms. Mutter addressed the committee and stated that this waiver of fees request is coming as the organization feels it is necessary to make the event occur. She added that VISIT Lake Geneva does give the City a \$10,000 sponsorship at no additional charge for the use of the facilities and park.

Alderson Flower stated that the main reason for changing the special event permit policy was to make the waiver of fees consistent amongst all organizations. She feels that because the group doesn't have to pay to use the park per the new policy that they could pay to use of the Riviera. Halverson agreed with Flower. Hedlund stated that the year prior VISIT Lake Geneva had some fees waived for the Riviera and Street Banners, except for \$410. He stated that he would be okay with waiving the fees except for \$410.

Motion by Hedlund to approve the waiver of fees except for \$410 as per last year's fees, second by Proksa. Howell noted that Hedlund's motion would also include the Street Banner permit application. Motion carried 4-1, with Halverson voting no.

Discussion/Recommendation regarding approval of waiver of fees for a Street Banner Permit Application filed by VISIT Lake Geneva to be displayed January 1, 2020 through February 2, 2020 (Fees in an amount of \$363)

Motion by Skates to approve per the parameters of the previous motion, second by Halverson. Motion carried 5-0.

Discussion/Recommendation regarding an Event Permit Application filed by Lakeland Community Church for the event of Worship at the Park to be held on July 5, 2020 at 7:00 a.m. and 1:00 p.m. at Flat Iron Park

Motion by Skates to approve, second by Halverson. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding approval of waiver of fees for a Street Banner Permit Application filed by Lake Geneva Public Library to be displayed July 24, 2020 through August 9, 2020

Motion by Hedlund to approve, second by Halverson. Halverson agreed that the library shouldn't be charged as it is a City department. Motion carried 5-0.

Discussion/Recommendation regarding an Application for Alcohol License Premises Extension filed by Wal-Mart Stores East, LP d/b/a Wal-Mart #910, 201 S Edwards Blvd, Lake Geneva; to allow for outdoor point of alcohol sale for online grocery pickup services

A representative from Wal-Mart addressed the committee regarding the outside pickup sales and how the process of alcohol sales. City Clerk Kropf explained that this change would allow for the outdoor sales of alcohol through the online pickup program. As the point of sale for alcohol would also be outside the liquor license premise description needed to be amended to include it.

Motion by Hedlund to approve, second by Skates. Motion carried 5-0.

Discussion/Recommendation regarding parking regulations at the Manor Subdivision

Motion by Proksa to approve, second by Halverson. Chief Rasmussen asked that all streets in the subdivision have parking on only one side and that it be determined by the home owner's association. This will go to Council for consideration after the Home Owner's Association has made a decision. Motion carried 5-0.

Committee agreed to move up the following agenda items:

-Discussion/Recommendation regarding City of Lake Geneva Policy Regarding Issuance of Regular and Reserve Intoxicating Liquor Licenses

-Discussion/Recommendation regarding Vandewalle Proposal for Services in regards to Hillmoor Property Concept Plan

Discussion/Recommendation regarding City of Lake Geneva Policy Regarding Issuance of Regular and Reserve Intoxicating Liquor Licenses

Motion by Halverson to approve, second by Skates. Mayor Hartz then reviewed his policy as written. Hedlund questioned why give less points to a larger facility when the City's only benefit, other than the license fee itself, is the property tax. He also cited other questions with the current policy that he would like to see addressed. City Clerk Kropf noted that the governing body, meaning the Common Council, has the ultimate authority to issue a license within the state given parameters. She added that the Council can develop a policy to aid them in the decision making of how a business may be approved for a license. Motion carried 3-2, with Hedlund and Howell voting no.

Discussion/Recommendation regarding Vandewalle Proposal for Services in regards to Hillmoor Property Concept Plan
Motion by Hedlund to table, no second was offered. Motion died.

Motion by Skates to approve, second by Proksa. Hedlund voiced concerns with the benefit to the citizens by spending the money for the plan and would like to see the developer conduct this plan themselves. Mayor Hartz address the committee regarding the plan offered by Vandewalle. He noted that this would allow the City to have some kind of idea of what they would like to see at that property. This would allow the Council to consider what the site may be used for and if it is the best option for the City.

Motion failed 2-3, with Howell, Halverson, and Hedlund voting no.

Motion by Howell to refer to Council without recommendation, second by Skates. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding an amendment to Chapter 46: Nuisances, Article I: General Regulations, Section 4: Loud and unnecessary noise; establishing days and times when loud noises are prohibited

City Clerk Kropf noted that this ordinance is coming from the Building and Zoning to give the current noise ordinance actual time constraints that would be enforceable. Hedlund expressed concerns that this is being directed at Brunk Industries specifically.

Motion by Howell to refer back to staff for further investigation, second by Skates. Motion carried 5-0.

Discussion/Recommendation regarding an amendment to Chapter 74: Traffic and Vehicles, Article V: Neighborhood Electric Vehicles; Section:187: Operation on streets restricted; relating to identifying what streets the use of Neighborhood Electric Vehicles (N.E.V.) are allowed to operate

Flower noted that these changes had come forward to make our ordinances compliant with state statute.

Motion by Proksa to approve, second by Hedlund. Motion carried 5-0.

Discussion/Recommendation regarding **Resolution 19-R63** authorizing the carryover of 2018 Equipment Replacement Funds to the 2019 Equipment Replacement Fund Budget and authorizing additional 2019 purchases from the Equipment Replacement Fund

Finance Director Hall noted that this is a carry over to purchase another siren with 2018 budgeted funds.

Motion by Hedlund to approve, second by Halverson.

Discussion/Recommendation regarding **Resolution 19-R64** adopting a budget amendment authorizing the allocation of the Department of Public Works health insurance premiums to specific departments

Finance Director Hall noted that the health insurance is currently allocated by line item. This would allow the health insurance to be allocated by type of work done for the DPW.

Motion by Hedlund to approve, second by Skates. Motion carried 5-0.

Discussion/Recommendation regarding City Staff Appreciation Party

Proksa explained that this idea came forward to offer appreciate to the City staff. The idea would be to shut down some of the City departments for approximately an hour and let the staff have a cookout or potluck. Mayor Hartz indicated that he and the City Administrator have money in their budgets that could be used to pay for the event. The committee agreed that the City needs to do more to show appreciation for the staff.

Motion by Hedlund to approve, second by Halverson. Motion carried 5-0.

Presentation of Accounts

Prepaid Bills in the amount of \$ 14,583.99

Motion by Hedlund to approve, second by Skate. No discussion. Motion carried 5-0.

Regular Bills in the amount of \$146,323.72

Motion by Skates to approve, second by Halverson. No discussion. Motion carried 5-0.

Adjournment

Motion by Halverson to adjourn, second by Skate. Motion carried 5-0. The meeting adjourned at 7:49 p.m.

PERSONNEL COMMITTEE MINUTES
TUESDAY, SEPTEMBER 3, 2019 – 4:30 PM
CITY HALL, CONFERENCE ROOM 2A (2ND FLOOR)

Members: Chairperson Selena Proksa, John Halverson, Doug Skates, Cindy Flower, and Shari Straube

The September 3, 2019 meeting of the Personnel Committee meeting was called to order by Chairperson Proksa at 4:31 p.m.

Roll Call

Present: Proksa, Straube, Halverson, Flower and Skates

Absent: None

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

None

Approval of the minutes from the August 6, 2019 Personnel Committee Meeting

Motion by Skates to approve the minutes of the August 6, 2019 Personnel Committee meeting, second by Halverson. Motion carried 5-0.

Update on recruitment of Permanent Harbormaster (job posting locations, number of candidates, posting end date, etc.)

City Administrator Nord noted that the job has been posted since the end of August. The notice was posted in the paper, on the City website, and the City Facebook site. He added that there were two interviews as of today and that the job will remain posted for the next couple of weeks. No action taken.

Update on Riviera Event Manager job share

City Administrator Nord stated that Stephanie Copsey's contract will expire in mid-October and is going to the Tourism Commission for a potential renewal. Once that group has met he will know more on how to move further. He also asked that she prepare a job description just to outline what all the job entails. Flower noted that this is a significant increase for only showing the Riviera and would like to see the bookings that are coming in. No action taken.

Update of Organizational Chart reflecting permanent Harbormaster Position/Lakefront Superintendent, Event Manager, and Beach Supervisory

City Clerk Kropf noted that she had developed a Lakefront Operations Organizational Chart as proposed with the idea of the new Harbormaster position. Skates asked if the beach manager position would be changing and Proksa noted that there would be changes to some positions moving forward. No action taken.

Update on new beach responsibilities/job description changes

Director of Public Works Earle stated that he is looking to expand the beach attendants' responsibilities to include bathroom maintenance. He noted that he had about half a dozen complaints over the Fourth of July weekend. The beach staff has taken the responsibility beach bathrooms, but none of the others in the area. Earle stated that he is proposing that the beach staff be labeled as "Lakefront Staff". This would enable the City to have these positions responsible for maintenance from West End Pier to the berm. He is hopeful that having this staff available will avoid the "accumulation" in the bathrooms that lead to

unsanitary situations. Proksa would like staff to develop a job description for the lakefront staff. Earle noted that he feels that the current rate is competitive. No action taken.

Future Agenda Items

None

Adjourn

Motion by Skates to adjourn the meeting of the Personnel Committee meeting, second by Halverson. Motion carried 5-0. The meeting adjourned at 5:04 p.m.

**LAKE GENEVA POLICE AND FIRE COMMISSION
MEETING MINUTES
WEDNESDAY, SEPTEMBER 4, 2019 AT 6:00 P.M.**

This meeting was held in the City Council Chambers, City Hall, 626 Geneva Street, Lake Geneva, Wisconsin, 53147.

1. Call meeting to order

The meeting was called to order by Commissioner Connors at 6:00 p.m.

2. Pledge of Allegiance

The Pledge of Allegiance was led by Police and Fire Liaison Skates

3. Roll call

Commissioners Connors, Horne, Jordan, Pollard and Saul were present. Police Chief Rasmussen, Police Lieutenant Gritzner, Police Lieutenant Way, Fire Chief Peters, Fire Captain Detkowski, Mayor Hartz and Administrative Assistant Papenfus were also present.

4. Comments from the Public reference agenda items only. Comments are limited to a maximum of five minutes

Rick Reed, DNR Warden Supervisor for Walworth and Waukesha Counties, recognized Chief Rasmussen with the Secretary's Director Award for working with the DNR on various areas including Bigfoot Beach, Water Safety Patrol, Winterfest and allowing Warden Wilson to work out of the Police Department.

5. Acknowledge correspondence –There was none

6. Approval of the budget workshop meeting minutes of August 8, 2019

Approval of the budget workshop meeting minutes of August 26, 2019

Horne motioned to approve the budget workshop meeting minutes of August 8 and August 26, 2019. Jordan seconded. Motion carried 5-0.

7. Approval of the regular meeting minutes of August 8, 2019

Horne motioned to approve the regular meeting minutes of August 8, 2019. Saul seconded. Motion carried 5-0.

8. City Council Report

Alderman Skates stated that he has received positive feedback from the downtown businesses on the CSO program. 2020 Budget is beginning. The Finance Committee approved a staff appreciation luncheon sometime in September or October to recognize and thank employees for their service.

9. Police Department Business

a. Approval of bills for the month of August 2019, operating in the amount of \$266,870.76, Equipment purchases in the amount of (\$100.00), for a total of \$266,770.76

Jordan motioned to approve the bills for the month of August 2019. Horne seconded. Roll call vote: Connors-Y, Pollard-Y, Jordan-Y, Horne-Y, Saul-Y. Motion carried 5-0.

b. Discussion/Action – Approval of 2020 Budget

Connors motioned to approve the operational budget in the amount of \$3,152,692.00 with projected revenues of \$146,065.00. Horne seconded. Roll call vote: Connors-Y, Pollard-Y, Jordan-Y, Horne-Y, Saul-Y. Motion carried 5-0.

Horne motioned to approve the Equipment Replacement budget in the amount of \$380,228.00. Saul seconded. Roll call vote: Connors-N, Pollard-Y, Jordan-Y, Horne-Y, Saul-Y. Motion carried 4-1.

Connors motioned to approve Equipment Outlay budget at \$58,003.00 to exclude the Honor Guard expense. Pollard seconded. Roll call vote: Connors-Y, Pollard-Y, Jordan-Y, Horne-Y, Saul-Y. Motion carried 5-0.

Connors motioned to approve the three Capital projects in the amount of \$178,980.00. Jordan seconded. Roll call vote: Connors-Y, Pollard-Y, Jordan-Y, Horne-Y, Saul-Y. Motion carried 5-0.

Jordan motioned to combine all components of the budget and carry forward to City Council for recommendation. Saul seconded. Roll call vote: Connors-Y, Pollard-Y, Jordan-Y, Horne-Y, Saul-Y. Motion carried 5-0.

Lieutenant Gritzner presented the 2020 budget. He presented a list of uses for the Joint Mobile Command Center including events, calls for service, training and public outreach.

The Equipment Replacement includes two squad cards, Mobile Command Unit, 911 phone line upgrade and access control system pending the installation of an access control system at City Hall for a total of \$380,228.00. There was extensive discussion about the Mobile Command Vehicle including expense, need, and payment schedules. The Commission discussed how the command vehicle would be presented in the budget, as it will be split over two years.

The Equipment Outlay was discussed and it was agreed that while the Honor Guard is a nice idea, it is not a necessary expense in light of the other departmental requests.

Capital projects include a new pole building, UL certification and the water tower project. The cost of the pole building is an estimated amount. Exact specifications and bids will be taken once the building is approved. The alarm monitoring system was discussed and the feeling is that the project will pay for itself and perhaps make some revenue for the department.

Connors asked if the commission would like to encompass the four motions into one complete motion as to the whole budget. After some discussion it was decided to combine the entire budget into one component.

c. Discussion/Action – Accept letter of resignation of Officer Caleb Tracy

Connors motioned to accept letter of resignation of Officer Tracy. Pollard seconded. Roll call vote: Connors-Y, Pollard-Y, Jordan-Y, Horne-Y, Saul-Y. Motion carried 5-0.

d. Discussion–Full-time Telecommunicator hiring update

Chief Rasmussen stated that approximately 40 applications were received for the Telecommunicator position. Testing will be around September 18 and September 21, 2019.

e. Discussion/Action – Full time Police Officer hiring

Chief Rasmussen recommended holding open the full time officer vacancy until the police union contract was resolved. Hopefully the contract will include lateral transfers as well as save the department a little money.

f. Discussion/Action - Training Room Use (definition of Community based)

Chief Rasmussen advised that we are still waiting for City Attorney Draper's response.

g. Discussion/Action – Accept donation

- \$25 from Susan Baum

Connors motioned to accept \$25.00 donation from Susan Baum. Pollard seconded. Roll call vote: Connors-Y, Pollard-Y, Jordan-Y, Horne-Y, Saul-Y. Motion carried 5-0.

Ms. Baum made a donation to the department for attempting to unlock her vehicle.

h. Discussion - Chief's report (briefing only - no action will be taken)

The Milwaukee Police Department has asked to help at the Democratic National Convention. At this time we will not be assisting as the Lake Geneva area will be busy as well. The SWAT team and possibly the SET team will be called up. For next year, blackout times for officers include Venetian, Fourth of July and the Democratic National Conventional. The railroad bridge area will be cleared for brush and the bridge will then be painted by Habitat for Humanity. There are some parking issues at the Manor with congestion in the streets. The department is working on resolving these issues with the Manor Association as well as the Public Works Committee.

i. Discussion - Chief's top monthly incidents – No discussion/action

j. Discussion - Monthly activity reports – No discussion/action

2019 Dispatch activity for August 2019: Telephone calls –3,638	911 Calls - 366	Window assists – 908
2018 Dispatch activity for August 2018: Telephone calls –3,738	911 Calls - 335	Window assists– 1,179

2019 Patrol activity for August 2019: Calls for service - 2,026	Arrests - 159
2018 Patrol activity for August 2018: Calls for service - 2,109	Arrests - 158

k. Discussion – Thank you notes – No discussion/action

- Midwest Action Cycle- Support through Amerivespa
- Alzheimer/Advance Dementia call-Officers Ward, Nelson, Springhorn, Fraser and Communications Supervisor Froggatt

l. Items to be forwarded to City Council

Expenditures, 2020 budget, Top 5 monthly incidents and monthly activity reports

10. Fire Department Business

a. Approval of bills for the month of August 2019, operating in the amount of \$85,886.09, Capital in the amount of \$9,913.71, Equipment purchases in the amount of (\$6,586.40), for a total of \$89,213.40

Jordan motioned to approve the bills for the month of August 2019. Horne seconded. Roll call vote: Connors-Y, Pollard-Y, Jordan-Y, Horne-Y, Saul-Y. Motion carried 5-0.

b. Discussion - EMS medical billing/Stark medical billing 2019 – No discussion/action

c. Discussion - EMS call summary report – No discussion/action

d. Discussion/Action – Monthly Chief's Update and Fire Department Report Overview

Chief Peters reviewed his monthly report. Personnel spotlight included FF/Paramedic Brewer who joined the department in 2018. Personnel accomplishments and anniversaries were recognized. Chief Peters also reviewed Community events and notable calls for service.

e. Discussion/Action – Approval of 2020 Budget

Jordan motioned to approve the operational budget of 1,409,735.00, Saul seconded. Roll call vote: Connors-Y, Pollard-Y, Jordan-Y, Horne-Y, Saul-Y. Motion carried 5-0.

Saul motioned to recommend equipment replacement at \$576,378.00 with the understanding that the cost of the airboat may be amended prior the actual budget. Horne seconded. Roll call vote: Connors-Y, Pollard-Y, Jordan-N, Horne-Y, Saul-Y. Motion carried 4-1.

Pollard motioned to approve the Capital Improvement Budget of \$11,035.00. Horne seconded. Roll call vote: Connors-Y, Pollard-Y, Jordan-Y, Horne-Y, Saul-Y. Motion carried 5-0.

Connors motioned to bind all components of the budget together and present as one budget item to City Council for recommendation. Horne seconded. Roll call vote: Connors-Y, Pollard-Y, Jordan-Y, Horne-Y, Saul-Y. Motion carried 5-0.

Chief Peters discussed the 2020 budget. Total operating costs are \$1,409,735.00 including equipment outlay. He advised that some costs changes include the ProPhoenix mapping fee and life insurance costs added, additionally, Township Fire Services revenue may change due to negotiations with the Town of Geneva.

The Equipment Replacement Fund includes Turn-Out gear, Airboat, Communications Equipment, Thermal Imaging cameras, and Command Vehicle-FD share. The cost of airboat replacement was discussed. The cost is expected to go down but an exact figure has not been received. Jordan suggested that the Fire Department reach out to other municipalities around the lake for assistance in purchasing the airboat.

f. Discussion/Action – Car #2 update

Chief Peters advised that preliminary inspection at Geneva Auto Body suggests that the vehicle is totaled.

g. Discussion/Action – Approval of Lexipol Policies

329 National Fire Incident Reporting System (NIFRS)

402 Fire Investigations

902 Department of Safety and Professional Services Notification of Illness, Injury, or Death.

Jordan motioned to approve Lexipol Policies 329, 402 and 902 as presented. Horne seconded. Roll call vote: Connors-Y, Pollard-Y, Jordan-Y, Horne-Y, Saul-Y. Motion carried 5-0.

Captain Detkowski stated the policies changes are updates and statute changes with mostly terminology revisions.

h. Discussion/Action – Acceptance of donation & Thank you from

- Edith Draper & Colin Nugent (Summer Enrichment Program)
- Lake Como Beach Property Owners Association

Jordan motioned to approve the donations from Edith Draper and Colin Nugent and the Lake Como Beach Property Owners Association. Pollard seconded. Roll call vote: Connors-Y, Pollard-Y, Jordan-Y, Horne-Y, Saul-Y. Motion carried 5-0.

i. Items to be forwarded to City Council

Expenditures, Fire Department monthly report, Budget and Thank you letters

Connors stated that no action will be taken on agenda item 11a.

11a. Motion to go into closed session under Wisconsin State Statute 19.85(1)(g), to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, specifically: Fire Department injury claim

b. Motion to go into closed session under Wisconsin State Statute 19.85(1)(f), considering financial, medical, social or personal histories, or disciplinary data of specific persons, which if discussed in public would likely have a substantial adverse effect upon the reputation of any person referred to: Specifically Police Department Personnel.

Connors motioned to go into closed session to include Chief Rasmussen, Lieutenant Gritzner, Lieutenant Way, Police and Fire Liaison Skates and Administrative Assistant Papenfus. Horne seconded. Roll call vote: Connors-Y, Pollard-Y, Jordan-Y, Horne-Y, Saul-Y. Motion carried 5-0 at 7:44 p.m.

12. Motion to return to open session per Wisconsin State Statute 19.85(2)

Connors motioned to return to open session. Horne seconded. Roll call vote: Connors-Y, Pollard-Y, Jordan-Y, Horne-Y, Saul-Y. Motion carried 5-0 at 7:50 p.m.

13. Discussion and action on closed session items if needed.

No discussion/action on closed session items.

14. Agenda items for the next regular meeting Thursday October 10, 2019

No items for next regular meeting on October 10, 2019.

15. Adjourn

Jordan motioned to adjourn the meeting. Saul seconded. Motion carried 5-0 at 7:51 p.m.

Respectfully submitted,



Cindy Papenfus
Administrative Assistant

c: Police Chief

Fire Chief

Commissioners-file

Commission Liaisons

City Administrator

City Clerk

City Comptroller

Council Members - Mayor

**MINUTES NOT OFFICIAL UNTIL APPROVED AT THE NEXT POLICE AND FIRE
COMMISSION MEETING**

Minutes - AVIAN (BIRD) COMMITTEE

Minutes from

Monday, September 9, 2019 - 4:30 PM

City Hall , Conference Room 2A

Members: Chairperson Selena Proksa, Beverly Leonard, Sarah McConnell, Jill Rodriguez, Carol Zimmerman, Karen Gallo

1. Call to order by Chairman, Selena Proksa at 4:30 pm
2. Roll Call – Present Proksa, Leonard, McConnell, Rodriguez, Happ, and Zimmermann; Excused: Gallo
3. Approval of minutes from July 22, 2019 meeting as distributed – with note that Zimmermann is still spelled incorrectly (2 n’s at the end of Zimmermann – agendas, website, etc.). Moved by Zimmermann, second by Leonard. Passed: Yes – 6, No – 0, Abstain – 0
4. Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda. Comments will be limited to 5 minutes - no members of the public were present.
5. Discussion/Recommendation Budget
 - Special Finance Meeting on 09/26/19 budget presentation
Note that budget is due to Karen Hall, Comptroller and Finance Director by Friday, September 13. Rodriguez will draft from this meeting and circulate for any editing or corrections to Committee members prior to that date and then submit for the Committee. Zimmermann will work on a budget narrative
 - Budget Update current and outstanding debits against budget
The estimate for spending this year (invoices not yet submitted/processed and planned expenses) will be close to the budget allocation (probably a bit more than \$4,900 of the \$5,000 allocated).
 - Alliant Energy Grant
This grant funded roughly \$1,572 for Alliant Energy Bird Watching Kits – housed at the Lake Geneva Public Library
 - Tourism Grant Match
The spending to date for items outlined in the tourism grant is now at roughly \$2,000. Since this is a dollar for dollar match – up to \$1,500, the match this Committee can request from the Tourism Commission is roughly \$1,000.
 - Budget items and requests for 2020
 - Discussion of the 2020 budget request
 - Continuing requests for Purple Martin Colony maintenance and nest-keeper supplies, signage, the Bird City Application. Modified requests for programs – including a wide partnership program for Bird Friendly yards, an expanded World Migratory Bird Day Celebration couple with our Elementary Education Program, paper and electronic publicity, and the replication/expansion of Swift Night Out. The request will be approximately the same as last year (\$4,950). See notes on the request and narrative (above).
6. Upcoming events and the next meeting

- Sept. 9 – Common Council recognition of Alliant Energy and Lake Geneva Public Library (6 pm)
Sept. 12 – Swift Night Out (members to arrive around 5:00 pm to assist with set-up)
Sept. 13 – Line item budget due to Comptroller
Sept. 26 – 4:30 pm Budget hearing and budget narrative due
Oct. 22 – noon – thank you to Street Department (at Public Works - 1065 Carey Street)

Next Meeting, Monday, October 21 – 5 pm

Agenda Items

- Thank you to volunteer nest-keepers, Nancy Swanson and Nancy Wolff
- Budget review 2019 and 2020
- Bird City Application – including Resolution for World Migratory Bird Day – must be passed by Council
- Work projects for Purple Martin Colony (cleaning, etc.), gourds, replacement cables
- Thoughts on planning projects for 2020 – Put planning on November agenda

7. Adjourn

Zimmermann moved to adjourn, seconded by Leonard. Passed: Yes – 6, No – 0, Abstain-0
Adjourned 5:20 pm

CITY OF LAKE GENEVA PUBLIC WORKS COMMITTEE

TUESDAY, SEPTEMBER 10, 2019 4:30 P.M.

LAKE GENEVA CITY HALL; CONFERENCE ROOM 2A (UPPER LEVEL)

Members: Chairperson Cindy Flower, Selena Proksa, Rich Hedlund, Tim Dunn, and Ken Howell

The September 10, 2019 meeting of the Public Works Committee was called to order by Chairperson Flower at 4:30 p.m.

Roll Call

Present: Flower, Proksa, Hedlund, Dunn, and Howell

Absent: None

Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda. Comments will be limited to 5 minutes

Carol Zimmerman; 61 Lake View Dr; Spoke in favor of a stop sign being placed at the intersection of Lakeview Dr and Lakeshore Dr. Spoke to the need for the safety of pedestrians and children.

Jennifer Heaton; 1641 Lake Shore Dr; Spoke in favor of a stop sign being placed at the intersection of Lakeview Dr and Lakeshore Dr. Spoke to the need for the safety of pedestrians and children.

Pete Peterson; 1601 Evergreen Ln; Spoke in favor of a stop sign being placed at the intersection of Lakeview Dr and Lakeshore Dr. Spoke to the need for the safety of pedestrians and children.

Approve the regular Public Works Committee meeting minutes from August 13, 2019 as prepared and distributed
Motion by Proksa to approve, second by Hedlund. No discussion/ Motion carried 5-0.

Parking Manager Report

Parking Manager Mullally addressed the committee and noted that Lot "I" has been rented out for the next two weekends. She added that her staff is dwindling, but still has people coming back to help on the weekend. She noted that there has been delays in the kiosks to the handhelds, which can result in undue tickets. She further stated that there have been issues with credit cards not being processed in a timely manner through the kiosks. She added that issue has to do with the software, not the 3G modeming. Mullally indicated that she will have information about the proposals for updating the kiosks at the October Committee of the Whole meeting. No action taken.

Director of Public Works Report

Equipment Update

Director of Public Works Director Earle handed out his 2020 equipment replacement fund and a memo from 2019 budget memo. He added that one of his main plow trucks is needing a new frame that will cost approximately \$10,000. He would like to get this truck into the 2020 equipment replacement fund. He also stated that the Utility had given him several pickup trucks that were never added to the replacement schedule. As these trucks fall into disrepair he would like to add them to the schedule for replacement. No action taken.

Salt Usage

Earle stated that the City has been using less salt over the last couple of years. Earle noted that there are several groups that have been watching the chloride levels in the Lake and that their salt use may be reduced. No action taken.

Discussion/Recommendation regarding possible placement of stop sign at Lakeview Dr and Lakeshore Dr in the Geneva Manor Subdivision

Motion by Proksa to approve, second by Howell. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding approval of Pay Request #1 for Payne & Dolan Inc in the amount of \$201,211.57 for the 2019 Street Improvement Program

Earle stated that the work for this has been completed and Kapur Engineering had verified the work.

Motion by Howell to approve, second by Proksa. Motion carried 5-0.

Discussion/Recommendation regarding 2020-2025 Budget and plans for Street Improvement Projects

Earle indicated that this would be a task order for Kapur to assess all of the streets, sidewalks, alleys, parking lots, and cemetery roads. This work would be to identify the ratings of those roads and other paths that would be used for budgeting purposes.

Motion by Hedlund to approve the task order completion with Kapur Engineering with an amount not to exceed \$10,000, second by Proksa. Motion carried 5-0.

Discussion/Recommendation regarding amendments to City current grass mowing ordinance

Motion by Flower to continue, second by Hedlund. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding City of Lake Geneva street opening ordinance

Motion by Flower to continue, second by Hedlund. No discussion. Motion carried 5-0.

Discussion regarding issues identified at City boat launch

Motion by Flower to continue, second by Hedlund. No discussion. Motion carried 5-0.

Future Agenda Items

- Linda Ln and Lookout Dr Stop Sign Placements
- Grass Mowing Ordinance
- Street Opening Ordinance
- Issues with City Boat Launch
- Shared Mobility

Adjourn

Motion by Hedlund to adjourn the meeting of the Public Works Committee, second by Proksa. Motion carried 5-0. The meeting adjourned at 5:36 p.m.

TOURISM COMMISSION MINUTES
WEDNESDAY, SEPTEMBER 11, 2019 – 4:00PM
ROOM 2A, CITY HALL

Committee Members: Chairperson, Tammie Carstensen, Vice Chair, Brian Waspi, John Trione, and Dana Trilla Alderpersons: Rich Hedlund, Shari Straube

Meeting called to order at 4:00 pm

Roll Call: Chairperson, Tammie Carstensen, Vice Chair, Brian Waspi, John Trione, and Dana Trilla Alderpersons: Rich Hedlund, Shari Straube

Also Present: Mayor Hartz, Admn. Nord, Asst. Clerk, Elder, Dir. of Marketing, Goodwin, Executive Dir. Leech

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

Kevin Fleming, 711 Main St. speaking on behalf of the BID and asking for the commission to support the grant request which includes banners for the banner poles & Oktoberfest.

Approval of the Tourism Commission minutes from August 14, 2019

Motion to approve the August 14, 2019 minutes by Ald. Hedlund, second by Ald. Straube. Motion carried 6-0.

Update from Stephanie Copsey (Independent Contractor for Tourism Commission) Meet at the Lake Promotional Activity

Presented her Meet at the Lake & Riviera Ballroom update. Total of 30 new Riviera bookings since mid-2019 which is in addition to the reservations that were already on the books for 2019. We didn't have any reservations for 2020 when she took the position and approximately 20 of the new bookings are scheduled for 2020. There were 29 Rivera bookings in 2019 of which approximately eight of them were non-wedding events. The target date for the 2020 Bridal Show is January 24, 2020 and they'll have the Riviera set-up for an open house to show brides. and they'll be featuring a passport to include the hotels. She also started/joined an online Wedding Society Group to connect & share opportunities. Request that the City Administrator obtain & provide 2018 & 2019 bookings for the Riviera to building a benchmark to work from.

Update from Tourism Entity (Visit Lake Geneva) on Promotional Activity, Calendar, and Hotel Performance

Dir. of Marketing, Goodwin presented the VLG update regarding partner events, public events, in the media, marketing metrics, visitor center & hotel activity, & sales venue report. 2020 marketing plan to focus their website on more content rather than member information. Committee shared appreciation for more in-depth information included in the VLG monthly report.

Update from Lake Geneva Business Improvement District (BID) on Events and Activity

Executive Dir. Leech presented the BID update – Oktoberfest to be held on the 12th & 13th, Magical Musings on Nov. 2, downtown holiday events and pedestrian counts.

Written financial update provided by Comptroller regarding Room Tax Dollars collected, Financials, current Budget & Disbursements

Vice-Chair, Waspi presented his review with the Comptroller regarding the financials & the grant report. Waspi requested Administrator Nord to move the Bridal Show awarded grant to 2020 vs. 2019 and add a column to show if a grant has been paid on the Grant Report for tracking purposes.

TOURISM COMMISSION MINUTES
WEDNESDAY, SEPTEMBER 11, 2019 – 4:00PM
ROOM 2A, CITY HALL

Discussion/Action regarding Riviera plans & funding

Administrator Nord provided an update from the last Piers meeting stating that the estimated clay roof quote is 1.3 million. Bids are due next Wednesday with the work to begin in January 2020 and completed by April. Chairman Carstensen requested to move the existing funds that are left estimated at approximately \$75,000 over to Municipal Development for the 2020 budget.

Discussion/Action on Tourism Promotion Grant Program and Requests:

BID Funding Request

Motion by Waspi to accept the \$38,385 second by Trione. Motion carried 6-0.

BID Oktoberfest Sponsorship Request

Motion by Ald. Hedlund to fund \$10,000 for Oktoberfest, second by Ald. Straube. Motion carried 6-0.
Motion to amend by Trilla to give the BID \$7,500 as a Title Sponsor for the Tourism Commission for the 2019 Oktoberfest, second by Ald. Straube. Motion carried 6-0.

Ald. Straube departed the meeting at 5:49 pm.

Motion to go into Closed Session pursuant to Wis. Stat. 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility regarding: employee contracts and pay for the Tourism Commission Events Coordinator position

Motion to go into closed session at 5:50 pm by Ald. Hedlund to include staff, second by Waspi. Motion carried 6-0.

Roll call:

Chairperson, Tammie Carstensen, Vice Chair, Brian Waspi, John Trione, and Dana Trilla Alderpersons:
Rich Hedlund,

Absent: Shari Straube

Motion to return to open session pursuant to Wisconsin Statutes 19.85 (2) and take action on any items discussed in closed session

Motion to go into open session at 6:37 pm by Ald. Hedlund , second by Chairman Carstensen. Motion carried 5-0.

Motion by John Trione to direct staff as outlined in closed session, second by Ald. Hedlund. Motion carried 5-0.

Motion to adjourn at 6:40 pm by Carstensen, second by Ald. Hedlund. Motion carried 5-0.

Lake Geneva Historic Preservation Commission Meeting Minutes

September 12, 2019 6:30 p.m. at Lake Geneva City Hall

President Ken Etten called the meeting to order at 6:30 p.m. at Lake Geneva City Hall

Present: Ken Etten, Patrick Quinn, Jackie Getzen, Louise Rayppy, Jim Davis, Grace Hanny and Tim Dunn. Chris Brookes was absent.

Approval of minutes from August 8, 2019, Historic Preservation Commission Meeting.

Comments from the public and correspondence. None

Reports from the Geneva Lake Area Museum and Maple Park Homeowners. Tuesdays @ Two: Infero—Peshtigo—1871—October 8th. Samuel W. Allerton and Geneva Lake Cottage—“Folly”—October 22nd.

Update on programs at the 1928 Geneva Theater Building, restoration work at The Riviera and local news items relating to the Lake Geneva Historic Preservation Commission including the announcement that Lake Geneva will host the 2019 Wisconsin Historical Society Conference on October 25-26, 2019, at the Grand Geneva Resort & Spa. The Geneva Theater Actors Guild has started their new season. “Music & Mayhem” on Wednesday, 10/9/19, 7:30 P.M. -- Friday, 10/11/19, 10:00 A.M. City officials are considering different possibilities for the Riviera, one is that they are thinking about going back to a tile roof. Call Dennis Hines, Lake Geneva Regional News, about our involvement in the Conference.

Review of any updates re: Black Point Estate & Gardens, Horticultural Hall, and Historic Lake Geneva Walking Tours. Black Point will be having their “Angels Carried Them Away” and their Sordid Walk events in October.

Review of recent bills, and invoices and updated current balance in the Historic Preservation Commission City 2019 Budget, discussion regarding proposed 2020 LGHPC City Budget to City Hall by Monday, September 16, and presentation at Finance Committee meeting on Thursday, September 26, 2019. So far this year we have spent \$2,459.45. We have put together our budget for 2020--\$6,500.00, and will present it at City Hall on September 26th.

Update on Historic Preservation Design Review rules and regulations for building projects within

National & State Historic Districts and on current potential building projects including the status of the 1902 Frank Johnson Residence / Bricks & Mortar Building at 832 Geneva Street, the Building on the south side of the 700 Block of Main Street, and the House at 322 Madison Street. The Brick & Mortar Building has received approval from the City Council for the renovations. Jeff and Laura Peck, owners of 322 Madison St. are thinking about tearing it down, very limited to what they can do—foundation in bad shape. We carried a motion 6-0 that we highly recommend that this house should be preserved, but we will respect their wishes.

Follow-up regarding the Lake Geneva Historic Railroad Site, including commemorative plaque, memorial tree, and future bench in memory of Ed Yaeger . Will talk to Nancy about the bench. Park Board has a bench in mind that is built on railroad tracks. If Park Board wants to donate, then we will donate. Mayor Hartz is pushing this.

Discussion regarding how better to publicize and promote the new Android and I-phone app of A Historic Lake Geneva Walking Tour, coordinate dates on apps and plaques, and organized future presentations to the Lake Geneva City Council. Tim will call City Administrator about having a link on the Chamber of Commerce, Visit Lake Geneva web page about our Walking Tour apps. Tim suggested that we could just stick a note on our Walking Tour booklets about our Walking Tour app.

Discussion regarding new projects for the LGHPC, including future “Tales of Lake Geneva” and status of our website www.historyoflakegeneva.org. “Tales of Lake Geneva” will take place at the Geneva Lake Museum at the end of October. Will be a Tuesdays @ Two and also in the evening.

Review the status of recent Historic Plaque Program applications, including the cost of plaques from Timberline Signs at \$152.98 each (including sales tax), application forms, ongoing updating the list of past plaque recipients, and repair of existing historic signs. Discussion regarding Historic Plaque application for 1115 Wisconsin Street and “Pillsbury” and “Gold Medal” wall signs at former Dunn Lumber building. We approved a plaque for 1115 Wisconsin St., 1865, additions—1915. Patrick informed us that Dunn Lumber is not interested in having the Wall Signs painted. Ken received a certification in a picture frame from Joe De Rose. Ken talked to City Hall about having it hang in the hall there, waiting for an answer.

Update by Patrick Quinn regarding status of the National Register of Historic Places nomination by Gail Klein for Oak Hill Cemetery as a National and/or Local Historic Site, including any additional research information on Oak Hill Cemetery and H.W.S. Cleveland and City Street department repairs to tombstones. The nomination will take about a year.

Update on information from the Wisconsin Historical Society, National Trust for Historic Preservation, the Society of Architectural Historians, and the Wisconsin Association of Historic Preservation Commissions. We reviewed the information.

Meeting adjourned at 8:10 P.M.

Respectfully submitted,

Louise M. Rayppy

**PLAN COMMISSION MEETING
MONDAY, SEPTEMBER 16, 2019 – 6:00 PM
COUNCIL CHAMBERS, CITY HALL**

Mayor Hartz called the meeting to order 6:00 p.m.

Roll Call. Present: Mayor Hartz, Alderman Doug Skates, John Gibbs, Brett Stanczak, Ann Esarco, Michael Krajovic. Absent (Excused) William Catlin. Also Present: City Planner Slavney, City Attorney Draper, City Administrator Nord, City Engineer Naomi Rauch, Kapur & Associates Inc, Building and Zoning Administrator Walling, Building & Zoning Administrative Assistant Follensbee.

Approve Minutes of the August 19th 2019 Plan Commission meeting as distributed.

Skates/Krajovic motion to approve. Motion carried unanimously.

Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda, except for public hearing items. Comments will be limited to 5 minutes.

Speaker #1: Penny Roehrer, 951 S Lake Shore Drive, Unit 1, shared her comments and suggestions for the Comprehensive Plan Draft #1. She also shared her concerns for the lake, referencing the Starry Stonewort and believes it should be part of the Comprehensive Plan.

Speaker #2: Spyro Condos, 1760 Hillcrest Drive, shared comments regarding the important role of the Plan Commission and the City Council when approving and updating the Comprehensive Plan.

Speaker #3: Jim Strauss, N1517 Meadow Ridge Circle, shared his concerns for the Comprehensive Plan Draft #1 and his opposition to changing the zoning within the City of Lake Geneva.

Speaker #4: Maureen Marx, 834 Dodge Street, shared her concerns for the Comprehensive Plan Draft #1.

Speaker #5: Hank Sibbing, 1725 Hillcrest Drive, shared his comments on the review & update the 10 year comprehensive plan. He is in favor of saving the City of Lake Geneva from large development, specifically the Hillmoor property.

Speaker #6: Neil Kolb, 700 Joshua Lane, shared his concerns with the Bender Property on Townline Road, specifically, the traffic flow if there is an extension of Andria Lane to the Bender property.

Speaker #7: John Schnurr, 701 N Joshua Lane, shared his concerns about additional traffic affecting the infrastructure when the property is developed in the future.

Speaker #8: David Widzisz, 748 N Andria Drive, shared comments opposing the connection to the proposed subdivision which includes single family, multi-family and business, concerned about the unnecessary increase in traffic.

Speaker #9: Charlene Klein, 817 Wisconsin Street, asked if there was data for the proposed Storage Facility on Townline Road and shared her comments and suggestions for the Comprehensive Plan. She stressed the importance of protecting the impervious surfaces and the natural resources in the City of Lake Geneva.

Speaker #10: Helen Xiong, 711 N Andria Drive, shared her concerns of the traffic congestion on Townline Road from recent construction on Townline Road and asked the Plan Commission to consider the impact of increased traffic during construction and future development.

Speaker #11: Sherri Ames, 603 Center Street, attended the meetings during the summer and asked the Plan Commission to listen to those who take time to attend and share their ideas and concerns.

Speaker #12: Grace Haney, 311 Oakwood Lane, attended some meetings this summer and heard many say they like the small town atmosphere. She suggested having a referendum to ask the citizens what they want to see done with the

Hillmoor property and present alternatives and education to citizens, explaining the potential cost involved if the property is developed or if it is left open.

Speaker #13: Dick Malmin, N1991 S Lake Shore Drive, shared his concerns for the Comprehensive Plan, specifically the Hillmoor property, climate change and caring for Geneva Lake.

Acknowledgement of Correspondence.

Correspondence was received from Gregory Rajskey, Executive Director of the Kettle Moraine Land Trust, sharing his views concerning the Hillmoor property. All correspondence has been distributed to the Plan Commission and the City Council.

Review and a Recommendation for a request on Extraterritorial Platting (ETP) land division creating a new CSM located application for a Certified Survey Map (CSM) submitted by Woodhill Farms Nursery, Inc. located at N1445 STH 120 Lake Geneva, located in the Town of Linn, creating a lot line adjustment Tax Key No. IA462300001.

Jim Howe, Godfrey Law Firm, representing the applicant, presented the request. Mayor Hartz asked about the 35 acre minimum. Planner Slavney, stated the 35 acre minimum is used as a lot size requirement or density requirement. Slavney said this request meets the city requirements and he believes the Plan Commission should recommend approval. Commissioner Stanczak asked if this application has gone to the county for review. Howe stated this request is exempt from the county, has been reviewed by county staff and will go to the Town of Linn next.

Esarco/Skates motion to approve the Extraterritorial Platting land division and include all staff recommendations. Roll Call: Hartz, Skates, Gibbs, Stanczak, Esarco, Krajovic “yes.” Motion carried unanimously.

Continuation of the Public Hearing and Recommendation of a Conditional Use Permit filed by Robert Nabasny, 311 S. Wells St. on the request to allow for an alteration and addition to the home located at 1544 W. Main St. located within the Estate Residential – 1 (ER-1) zoning district utilizing the Single Family – 4 (SR-4) zoning setbacks, Tax Key No. ZLM00070.

Robert Nabasny, 1544 W Main Street, owner, presented his request. Alderman Skates, asked about the water run-off and compliance of this property. Hartz asked if the city engineer will monitor the site. City Engineer, Naomi Rauch, said Kapur will look at as-builts after construction.

Gibbs/Skates motion to close the Public Hearing. Motion carried unanimously.

Skates/Esarco motion to recommend the Conditional Use Permit to allow an alteration and addition and include all staff recommendations and fact finding in the affirmative and the condition to submit as-builts for approval after construction. Roll Call: Hartz, Skates, Gibbs, Stanczak, Esarco, Krajovic “yes.” Motion carried unanimously.

Public Hearing and Recommendation of a Conditional Use Permit filed by Lake Geneva Architects, 201 Broad St, Lake Geneva. For a request to construct a new commercial multi-tenant structure at 323 Broad Street. The property is located in a Planned Development (PD) with an additional request to revert back to the original underlying Central Business (CB) zoning district, Tax Key No. ZA464600002.

Jason Bernard, Lake Geneva Architects, 201 Broad Street, presented his request. Commissioner Esarco asked if condo by-laws would limit short term rentals at this property. Bernard stated he would prefer long term rentals. Skates asked about the adjourning property’s driveway. Bernard said he and the owner will work together to place bushes and plants and would prefer no vehicle traffic in this area.

Speaker #1: Penny Roehrer, 951 S Lake Shore Drive, Unit 1, shared concerns for the proposed condominiums, and suggested the condominium documents should reflect a minimum of 120 days.

Speaker #2: Ed Newman, 722 Wisconsin Street, shared his concerns of the common property line especially run-off from the property being reviewed to his property and privacy. He has water run-off issues now. Engineer Rauch has asked the applicant for additional information to show where storm water will drain on this property and will Newman’s concerns at that time.

Speaker #3: Charlene Klein, 817 Wisconsin Street, president of the Geneva Area Foundation, which oversees Horticultural Hall across the street from the proposed building. The Geneva Area Foundation likes the design and suggests adding some historical elements to the building, if possible.

Krajovic/Skates motion to close the Public Hearing. Motion carried unanimously.

Gibbs/Skates motion to approve the Conditional Use Permit to construct a new commercial multi-tenant structure to include all staff recommendations and fact finding in the affirmative and contingent upon a favorable engineering review and subject to proof of approval of the request by the property owner.

Roll Call: Hartz, Skates, Gibbs, Stanczak, Esarco, Krajovic “yes.” Motion carried unanimously.

Review of Draft #1 of the Comprehensive Plan.

Jackie Mich & Meredith Perks, of Vandewalle & Associates, presented the First Draft of the Comprehensive Plan. Planner Mich presented the updated schedule.

Commissioner Krajovic commented on the Hillmoor property and asked if the city should have a public input specifically for Hillmoor prior to the working session with the Council and Plan Commission. Hartz asked Planner Mich for clarification. Mich stated the first alternatives would be based on the input gathered from the public meetings about Hillmoor so far and Vandewalle’s professional planning opinion in order to provide a concept to which the public can respond. A discussion followed.

Krajovic/Stanczak motion and recommendation to the City Council to add to the schedule, an additional public workshop, specifically for the Hillmoor property, prior to October 9th.

Roll Call: Skates, Gibbs, Stanczak, Esarco, Krajovic voted “yes” and Hartz voted “no.” Motion carried 5-1.

Planner Perks presented an overview of public input from the workshops. Planner Mich presented the input from the Latino workshop and an overview of key changes in Draft #1 of the Comprehensive Plan. A discussion followed.

Comprehensive Plan application review, a single application for the property located at the North West corner of the intersection of Townline Rd and Edwards Blvd., the applicant is 120 Properties LLC and applicants Ron & Robin Bender Tax Key No. ZYUP00198.

Gary Dunham, Keefe Real Estate, 1315 W Main Street, representing the applicants, presented the Comprehensive Plan application which is based on the input received last year. Hartz asked for clarification regarding the connection at Joshua Lane, when looking at it in the capacity of the Comprehensive Plan, is not for the city to consider. Slavney agreed. Slavney stated it happens in the platting process and he will recommend 3 studies to be completed: a detailed study of environmental features, a study of the best places to put intersections on Townline Road, and a traffic study at intersection of Townline Road and Edwards Blvd for a possible traffic signal. Slavney explained the Future Land Use Maps of what is being proposed. A discussion followed.

Conceptual review for the property located at 302 Townline Rd. for a proposed personal storage facility located in the Planned Industrial (PI) zoning district Tax Key No. ZYUP00144.

Michael Hanley, 302 Townline Road and John Engerman, presented their Concept Plan for a proposed self-storage facility on a 1000’ x 80’ parcel on Townline Road. Hanley discussed the layout of the facility, security topics, on-site storm water drainage, and the bike path next to the property. Slavney explained the need for the Concept Plans at the Plan Commission level, especially since it provides input to the applicant. The commissioners provided their comments to the applicants.

Adjournment. Gibbs/Skates motion to adjourn at 9:47 p.m. Motion carried unanimously.

/s/ Brenda Follensbee, Building & Zoning Administrative Assistant

THESE ARE NOT OFFICIAL MINUTES UNTIL APPROVED BY THE PLAN COMMISSION

FINANCE, LICENSING & REGULATION COMMITTEE MINUTES
TUESDAY, SEPTEMBER 17, 2019 – 6:00 PM
CITY HALL, CONFERENCE ROOM 2A

Committee Members: Chairperson Ken Howell, Alderpersons: Selena Proksa, Doug Skates, John Halverson, and Rich Hedlund

Chairperson Howell called the meeting to order at 6:01 p.m.

Roll Call

Present: Howell, Halverson, Skates, and Hedlund

Absent: Proksa

Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda except for public hearing items. Comments will be limited to 5 minutes

Carol Zimmerman; 61 Lakeview Dr; Spoke in favor of the placement of a stop sign at Lake View and Lake Shore Dr.

Charlene Klein; 817 Wisconsin St; Spoke in opposition to the funding of the Vandewalle Concept Plan for the former Hillmoor Property.

Spryo Condos; 1760 Hillcrest Dr; Spoke in opposition to the funding of the Vandewalle Concept Plan for the former Hillmoor Property.

Approve the Regular Finance, Licensing and Regulation Committee Meeting minutes of September 3, 2019, as prepared and distributed

Motion by Skates to approve the minutes of the September 3, 2019 Finance, Licensing, and Regulation Committee, second by Halverson. No discussion. Motion carried 4-0.

Licenses & Permits

2019-2021 **Original & Renewal Operator License applications filed by various applicants as listed in packet**

Motion by Halverson to approve, second by Skates. No discussion. Motion carried 4-0.

Discussion/Recommendation regarding approval of waiver of fees for a Riviera Ballroom Lease Agreement Application filed by VISIT Lake Geneva to be used January 27, 2020 through February 2, 2020 for the event of Winterfest (Fees in an amount of \$2,400)

Motion by Skates to approve, second by Howell. City Clerk noted that this was before the committee and Council already but was referred back for further discussion.

Motion by Halverson to suspend the rules to allow Alder Flower to speak, second by Hedlund. Motion carried 4-0.

Motion to amend by Howell to have VISIT Lake Geneva pay the 2018 amount of \$410 for the use of the Riviera and the Street Banners, second by Halverson. Motion tied 2-2, with Halverson and Howell voting no.

Original motion was then read, motion carried 3-1, with Hedlund voting no.

Discussion/Recommendation regarding approval of waiver of fees for a Street Banner Permit Application filed by VISIT Lake Geneva to be displayed January 1, 2020 through February 2, 2020 (Fees in an amount of \$363)

Motion by Hedlund to approve, second by Halverson. Flower stated that she is against the waiver of fees and that is not a good policy. Motion carried 4-0.

Discussion/Recommendation regarding approval of Insurance Policy Renewal for the period of 10/1/2019-10/01/2020 with R & R Insurance

Finance Director Hall reviewed the policy and noted that the cost is being reduced by \$10,000. Skates wondered if any of the City buildings have had hail damage or an inspection of any potential hail damage.

Motion by Howell to approve, second by Hedlund. Flower stated that she would like the Administrator to review the City owned buildings and make an assessment for capital projects. Motion carried 4-0.

Discussion/Recommendation regarding adding insurance coverage for Cyber Security through R & R Insurance in an amount not to exceed \$2,475.00

Finance Director Hall noted that the City has \$50,000 in coverage for a cyber-attack currently. This policy would give the City \$1,000,000 in coverage.

Motion by Halverson to approve, second by Skates. Motion carried 4-0.

Discussion regarding City of Lake Geneva Health Insurance Renewal

Matt Chadwick of Cottingham & Butler addressed the committee regarding the City's health insurance. He noted that the renewal information will be available in mid-October. He was asked to review the ETF numbers and he noted that there was an increase for this policy of 4%. He noted that the City could see a savings of \$1.2 million over a three-year period, however there would be a large premium increase for the employees to maintain their Aurora doctors. He noted that this is simply an update with no action to be taken.

Discussion/Recommendation regarding potentially developing a policy regarding waiver of fees for Street Banner Displays and the use of the Riviera Ballroom

Clerk Kropf addressed the committee regarding the idea of creating a policy that would allow for non-profit organizations to waive the fees for the use of the Riviera Ballroom. She felt that with the work that needed to be done with the restoration of Riviera she felt that it should be treated as an enterprise fund and be self-sustaining. The committee indicated that they would like to discuss this item further at a future date. No action taken.

Discussion/Recommendation regarding amending the City of Lake Geneva Event Permit Policy per the recommendations of the Board of Park Commissioners

Mayor Hartz addressed the proposed changes to the event permit policy. City Clerk Kropf explained that she has Motion by Skates to approve the changes to the event permit policy per the recommendations of the Park Board and to leave the credit card for security deposits as it, second by Howell. Motion carried 4-0.

Discussion/Recommendation regarding placement of a stop sign at the intersection of Lake View Dr and Lake Shore Dr

Motion by Howell to approve, second by Hedlund. No discussion. Motion carried 4-0.

Discussion/ Recommendation regarding approval of Pay Request #1 for Payne & Dolan Inc in the amount of \$201,211.57 for the 2019 Street Improvement Program

Motion by Howell to approve, second by Halverson. No discussion. Motion carried 4-0.

Discussion/Recommendation regarding approval of a Task Order with Kapur & Associates to provide Civil Engineering Services as it relates to the 2020-2025 Street Improvement Projects plans and budgets, in an amount not to exceed \$10,000

Alderman Flower stated that this would be a comprehensive look at the City's roads, sidewalks, and use paths. This would incorporate the City's current bike and pedestrian plan. Skates agreed with this plan as it wouldn't look at the streets by what aldermanic district they are, but rather by what streets actually need it.

Motion by Hedlund to approve, second by Skates. Motion carried 4-0.

Discussion/Recommendation regarding identifying funding source for the Vandewalle Concept Plan regarding the former Hillmoor property

Finance Director Hall noted that there are two places that the funds could come from, unassigned fund balance or the contingency fund.

Motion by Howell to approve the use of contingency fund to pay for this plan, second by Hedlund. Motion carried 3-1, with Halverson voting no.

Discussion regarding August Treasurer's Report and Budget versus Actual

Finance Director Hall presented the August Treasurer's Report and Budget versus Actual report. No action taken.

Presentation of Accounts

Prepaid Bills in the amount of \$ 30,115.12

Motion by Hedlund to approve, second by Skates. No discussion. Motion carried 4-0.

Regular Bills in the amount of \$433,072.76

Motion by Hedlund to approve, second by Halverson. No discussion. Motion carried 4-0.

Adjournment

Motion by Hedlund to adjourn the meeting of Finance, Licensing, and Regulation Committee, second by Halverson. Motion carried 4-0. The meeting adjourned at 7:16 p.m.

**PIERS, HARBORS & LAKEFRONT COMMITTEE MINUTES
WEDNESDAY, SEPTEMBER 18, 2019– 6:00PM
CITY HALL, CONFERENCE ROOM 2A (UPPER LEVEL)**

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

Meeting called to order by Chairman Skates at 5:54 pm

Roll Call: Chairperson Doug Skates, John Halverson, Shari Straube, Rich Hedlund and Tim Dunn.

Approval of Minutes: Hedlund so moved to approve the minutes of August 14, 2019, Halverson seconded. Motion carried 5-0

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

Dick Malmin, 1991 S. Lakeshore Drive addressed the topic of starry stonewort and the city's interaction with the Geneva Lake Environmental Agency (GLEA).

Harbormaster Report: Interim Harbormaster Donna Crook was absent (excused) from tonight's meeting. City Administrator Nord reported that the new Harbormaster would be selected by the end of the week and that the new appointment would be trained by Donna Crook, before taking over full responsibility for the position.

Riviera Restoration Project Update:

Adam Wolfe (MSI) presented the committee with sample images of the Riviera building using high definition images. This software will allow the committee and (MSI) to generate alternative floor plans for the building in a smaller amount of time. MSI has also been in contact with the State's preservation agency to review what types of building modifications will and will not be allowed. It was stated that Ann Krogstad of MSI will be at the October, 2019 committee meeting.

Roof Replacement Request for Proposals:

Adam Luterbach (MSI) presented the committee with the five proposals that were received. Luterbach provided an overview of each proposal and answered questions from the committee. MSI stated that would provide the committee with an amount for their services related to overseeing the project. Due to the lack of responses, MSI moved the deadline for proposals for tuck pointing and glass replacement to October 2, 2019 at 10am. After additional discussion Hedlund so moved to accept the proposal submitted by Renaissance Roofing. Halverson seconded the motion. Motion carried 5-0. This motion was forwarded to the FLR Committee.

Starry Stonewort Update:

Chairman Skates addressed the committee to advise them that recent social media comments concerning the City's interactions with the GLEA are false. Skates advised that committee that there is no shared service agreement between the communities of Geneva Lake. Skates provided an update as to what was actually happening to address the starry stonewort issue.

Harbormaster position update:

City Administrator stated he had nothing additional to add above what he reported earlier in the meeting under the Harbormaster's report.

PIERS, HARBORS & LAKEFRONT COMMITTEE MINUTES

WEDNESDAY, SEPTEMBER 18, 2019– 6:00PM

CITY HALL, CONFERENCE ROOM 2A (UPPER LEVEL)

Discussion / Recommendation regarding clean boats / clean water grant application:

Chairman Skates advised the committee that he would work with Administrator Nord to identify those grants the City should pursue on its own as well as any grants that might be better applied for with other area communities.

Future Meeting Topics:

1. One year extension to the current three (3) commercial slip and buoy agreements the city has with private operators.
2. Final report from outgoing Harbormaster Donna Crook
3. Year-end report from the Riviera Beach Manager
3. Discussion on possible 1st and 2nd Floor renovation opportunities at the Riviera
4. Proposal results for glass replacement and tuck-pointing at the Riviera

Adjournment:

Tim Dunn so moved to adjourn at 6:58 pm, second by Halverson. Motion carried 5-0.

Lake Geneva Utility Commission Minutes
Regular Lake Geneva Utility Commission Meeting
Wednesday September 18, 2019 4:00 PM
Conference Room 2A, City Hall – 626 Geneva Street

Call Meeting to Order- by Lyon at 4:00pm

Roll Call - Members present: President Lyon, Ann Esarco, Mayor Hartz, Ald. Hedlund & Admn. Nord. Mark Johnson arrived at 4:05pm. **Members Absent:** Ald. Flower

Staff in attendance: Josh Gajewski & Jo Busch

Public in attendance: Brian Pollard of Fairwyn

Comments from the public as allowed by Wis. Statutes §19.84 (2), limited to items on this agenda except for public hearing items. Comments will be limited to 5 minutes.

Brian Pollard spoke to the reimbursement agreement with Stone Ridge Subdivision and reviewed the changes he would like to make to the agreement.

Approve Utility Commission Minutes from August 21, 2019 as prepared and distributed
Esarco/Johnson motion to approve. Passed 6-0.

Acknowledgement of Correspondence
None

Financials Update
Gajewski reviewed the financials through August 2019.
Esarco/Hedlund motion to approve the August financials. Passed 6-0.

Approval of the August bills
Hartz/Esarco motion to approve the August bills. Passed 6-0.

Directors Report
Gajewski reviewed the submitted Directors report and added that eight lead service lines had been replaced on Walworth Street. He commended our Wastewater Treatment staff for the way in which they handled a difficult week due to the electrical storm damage to equipment, and then subsequent surge in volume to the treatment plant due to the rain storms. Busch responded to a question regarding email correspondence sent out by PSN to registered customers. The email was to inform customers of the ability to select 'due date' as their payment date for automatic payments which would ensure that payments were received in time to avoid penalties.

Discussion/Action on approval of the 2018 Financial Audit performed by Clifton Larson Allen LLP.

When the audit was presented in July, it was a draft version because Clifton Larsen Allen LLP were waiting for it to be reviewed by an actuary. The actuary has now revised the OPEB balances and Gajewski went over the changes in the final version compared to the draft version. The changes were minor and had no effect on cash or rate of return with the PSC.

Esarco/Hartz motion to approve the 2018 Audit performed by Clifton Larson Allen LLP. Passed 6-0.

Discussion/Action on filing a Simplified Water Rate Case with the Public Service Commission

Gajewski reported that we meet the criteria for a simplified water rate case in 2019. He would like to submit this for new rates to be effective December 4, 2019. The rate increase would not apply to sewer rates. The last time we would have the ability to file a simplified rate case would be in 2020 and then we would need a full rate case review to have rates adjusted. Discussion was had regarding the age and expanse of our infrastructure and the funds required to maintain it.

Hedlund/Esarco motion to proceed with a simplified rate case with the Public Service Commission to be effective December 4, 2019. Passed 6-0.

Discussion/Action on a request to develop a Mutual Aid Agreement with the Lake Como Sanitary District

Gajewski explained the request from the Lake Como Sanitary District. Discussion followed. It was felt that we should have a resolution identifying costs and fees. No action taken.

Discussion/Action on revised Office Manager Job Description

Hedlund/Hartz motion to approve. Passed 6-0.

Hartz/Hedlund motion to go into closed session pursuant to Wis. Stat. 19.85(1) (e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session specifically regarding: a.) T-Mobile license agreement revisions, b.) Proposal from Omega Homes for Water Tower Improvements for The Vistas of Lake Geneva, c.) amendment to the reimbursement agreement for Stone Ridge Subdivision and d) proposal and contract for antennae design and coordination services, from Dixon Engineering.

Motion carried on a roll call vote 6-0. The Commission convened into closed session at 5:11pm.

Esarco/Hedlund motion to return to open session pursuant to Wisconsin Statutes 19.85(2) and take action on any items discussed in closed session

Motion carried on a roll call vote 6-0. The Commission convened into open session at 5:42pm.

- a. Hartz/Johnson motion to direct staff to proceed as discussed in closed session. Passed 6-0.
- b. Hedlund/Hartz motion to direct staff to proceed as discussed in closed session. Passed 6-0.
- c. Hartz/Hedlund motion to direct staff to proceed as discussed in closed session. Passed 6-0.
- d. Hartz/Esarco motion to direct staff to proceed as discussed in closed session. Passed 6-0.

Adjourn

Hedlund/Hartz motion to adjourn at 5:45 pm. Passed 6-0.

/s/ Jo Busch, Office Manager

**THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE
LAKE GENEVA UTILITY COMMISSION**

**BOARD OF PARK COMMISSIONERS
WEDNESDAY, SEPTEMBER 25, 2019 AT 6:30 PM
CITY HALL, CONFERENCE ROOM 2A
MINUTES**

President Esarco called the meeting to order at 6:32 pm.

Roll Call: Present: President Esarco, Mayor Hartz, Peggy Schneider, Brian Olsen, Meaghen Madden-Van Dyke

Brian Olsen noted that “I came here straight from work.” This was a constant refrain throughout the meeting.

Excused: Alderman Straube, Barbara Philipps, Obdulia Alvarez, Dave Quickel

Staff Present: None

Also in attendance was Alderman Flower

Public Present: Empty chairs all around. Seemed very quiet.

Approval of Board of Park Commissioner meeting minutes from August 28, 2019:

Olsen/Schneider moved to approve the minutes as presented. Motion carried 5-0

Comments from the public: As noted above, no one from the public attended, thus logically, there was no public comment

Acceptance of Board of Park Commissions Funds Report:

Hartz/Olsen moved to accept the Parks Commissions Funds Report. Passed 5-0. Esarco asked about using the Impact Fees to build multi-use paths for the increased elderly (55 and older) population resulting from new residents at Symphony Bay and Golden Years. The new residents more frequently are using motorized wheelchairs and scooters to access stores, community facilities, and health facilities. Hartz will speak with Attorney Draper about such a use.

Aldermanic Request(s)

None was presented

New Business

Motion was made by Esarco/Hartz to suspend the rules and move item 6B up to speak about the YMCA Agreement Review. Passed 5-0

YMCA Agreement Review

Alderman Flower presented the draft agreement between the YMCA and the City to provide recreational services and utilize athletic fields owned by the City. The Board reviewed the draft agreement line by line. The process ended after an hour when the red ink ran out. The Board completed the edit and requested that Alderman Flower speak with Attorney Draper and the YMCA about the suggested changes.

Grant Applications – Proposal from Vandewalle

Vandewalle has not completed the proposal yet. This item will be heard at the next Board of Park Commissioners. The projects the Board of Park Commissioners is considering for grant

funding are as follows: Four Seasons, Ice Rink at Veterans Park and/or on Geneva Lake, Park Bench – Jaeger Tree Location, Safe Routes to School

Usage of \$15,000 Funds Budgeted for Multi-use trail

President Esarco asked if the \$15,000 that was included in the 2019 Budget for bike paths had been used yet. Alderman Flower said it had not. Madden-Van Dyke/Olsen moved to forward this item to Public Works Committee with a recommendation that the bike lane behind the YMCA be repaired. Passed 5-0.

Striping of Bike Lane as approved on May 22, 2019 minutes of Park Board, “Motion to approve striping alternate route north Wisconsin Street from Central/Dennison to Maxwell Street, Maxwell Street from Wisconsin to George Street. Hartz/Esarco: passed unanimously”

Mayor Hartz asked about the disposition of this Park Board recommendation. Alderman Flower noted that she spoke with the Public Works Department about painting sharrows on the street rather than identifying a specific lane. When the street is narrow and will not accommodate a lane, it is common then to paint sharrows on the street to alert cars that bicycles use the designated street. Hartz/Olsen moved to forward this item to Public Works Committee with the same recommendation as noted above. Motion passed 5-0.

Old Business

Update of Park Permit fees

President Esarco announced that the City Council approved the Park Board recommendation to increase the fees for for-profit extended use of the parks.

Update on Bicycle Rack Donation by TreadHead Cycling

There was no report as Neil Waswo was absent.

Future meeting agenda items

President Esarco commented that two items were left off of the agenda she submitted and suggested that they be put on the agenda for the next meeting. For the next meeting the Sage Street bike lane and Veterans Park business sponsorships will be added to the agenda.

Olsen/Schneider moved to adjourn. The motion passed 5-0. The meeting gloriously adjourned at 8:02 pm.