



COMMITTEE OF THE WHOLE

MONDAY, JULY 01, 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

Also Present: Mayor Hartz, City Clerk, Kropf

1. Council President Halverson calls the meeting to order
2. Pledge of Allegiance – Ald. Straube
3. Roll Call
4. Approval of Minutes from June 3, 2019 Committee of the Whole Meeting as distributed.
5. Presentation by YMCA regarding their plans for a new building.
6. 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.
7. **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
8. **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
9. **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, JUNE 03, 2019 – 6:00 PM
CITY HALL BUILDING, COUNCIL CHAMBERS**

Council President, John Halverson

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

Also Present: Mayor Hartz, Deputy Clerk, Nan Elder

Council President Halverson called the meeting to order at 6:00 pm

Pledge of Allegiance – Ald. Proksa

Roll Call: John Halverson Ald. Selena Proksa, Doug Skates, Tim Dunn, Cindy Flower, Shari Straube, Ken Howell and Rich Hedlund

Also Present: Mayor Hartz, Deputy Clerk, Nan Elder

Approval of Minutes from May 6, 2019 Committee of the Whole Meeting as distributed.

Ald. Skates motioned to approve the May 6, 2019 Committee of the Whole minutes, second by Proksa. Motioned carried unanimously.

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.

Casey Sheike, Ridge Road, Lake Geneva he's opposed to what he believes is a downgrade in the quality of living here by developing a carnival atmosphere. Casey stated that the purpose of Council is to govern its citizens and they should be asking is this for the public good of our citizens when making decisions. He's also opposed to private industry such as Ice Castle and Knochball using public space for profit, the closing of Wrigley Drive, and affordable housing.

Dee Fisk, 324 Sage St. would like to see the signage improved regarding the restrooms i.e. west end of Library Park. She would also like to see an ordinance that makes everything biodegradable, water dispensers for water bottles, recommends the city incorporate garbage's with holes, and that the disc golf course be utilized as an outdoor educational center.

Bob Lee, 140 Broad St. 98-206 would like to address ordinance 98-206 outside merchandise displays and request that it be submitted with revisions repealing or rewording merchants be allowed to use their own private property for display.

Arthur Small, 573 Southwind Dr., opposed to the closing of Wrigley Dr.

Ken Etten, 1109 Wisconsin St., appearing on behalf of Historic Preservation Commission to provide an update on how they educate and preserve the history of the community. Lake Geneva was declared a Distinctive Destination in 2009, there are 7 landmarks marked as historic buildings, signage for the old railroad depot, LG Museum, Mill Race, Visitors Center, and Mary Sturges home. The group offers black & gold oval signs earmarking dates/history on buildings. They're currently working on nominations to have Oakhill Cemetery earmarked as a historical site, the Tales of Lake Geneva, developed a brand new Lake Geneva Historic Walking Tour app, and they manage & oversee a website

www.historyoflakegeneva.com

COMMITTEE OF THE WHOLE MINUTES
MONDAY, JUNE 03, 2019 – 6:00 PM
CITY HALL BUILDING, COUNCIL CHAMBERS

Demitri Anagnos, 148 Cass St./811 Wrigley Dr., Celebrating 60 years in business this June, and they've always changed with the times. Times do change and it's necessary. Thinks we need to take time to talk about options for parking/structure, post office location, and boardwalks. Maybe try hosting a block party vs. closing streets down. His restaurant has surveyed over 10,000 customers of all ages and 80-90% of them don't want Wrigley Drive closed.

Jim Strauss, 1517 Meadow Ridge Circle, Town of Linn, showed appreciation to the council for their rational to the issues being brought before them.

Buzz Yeager, 1284 Edgewood, he used to have a buoy and now has a slip and would like to address his concern that the number of fisherman w/lures and dogs at the piers is out of control and appreciates the Piers Committee for addressing issues.

MaryJo Fesenmaier, 1085 S. Lake Shore Dr. expressed her appreciation for supporting Committee of the Whole meetings and allowing the public to speak regarding what's on the agenda. She questioned if there's enough time being allotted regarding input sessions for the Riviera.

Pete Peterson, 1601 Evergreen Lane, expressed his concern regarding low income housing, Starry Stonewart, a parking structure & closing Wrigley Drive.

Bill Hess, 15 Pleasant St., opposed to commercialization of parks, parking structure, and closing Wrigley Dr. Our streets need to be repaired. Opposed to Affordable Housing being proposed.

Jackie Getson, 15 Lakeview Dr., Thanked the council for their efforts, and asked the people to download the free Lake Geneva Historic Walking Tour app, suggested closure of motor traffic at night or on specific days/times to place tables and chairs that get picked-up rather than permanent road closures.

Tom Hartz, 1051 Lake Geneva Blvd., he's in agreement with a lot of what's been said and will consider all perspectives, all opinions, and will take time for the big decisions, including meetings for the comprehensive plan. Affordable Housing has taken on a life of its own. The median income in Lake Geneva is \$44,000, the median cost of a home is \$190,000 and homes are disappearing due to state statute allowing for Tourist Rooming Houses (short term rentals). He supports being inclusive and stated that 21-22% of the City's population is Hispanic. The Mayor also stated that the council will be receiving a shared services agreement regarding funding for extracting the Starry Stonewart issue, and he would encourage the Council to review and support it.

Sheri Ames, 603 Center St., stated she was concerned with opposition to the affordable housing because of her experience. She expressed that we are one community, and that we all have to learn to get along.

Speedo Condos, 1760 Hillcrest Dr., Speedo recommends that the council votes, to base it on the majority of the people. His family has been here for 80 years, and he's concerned with affordable housing and asked that the Mayor look at the percentages being served. He thanked the Tourism Commission and Council for bringing the Ice Castle to Lake Geneva stating it was good for business during the Winter.

Dick Malmin, N1991 S. Lake Shore Dr., suggested that the Trinke lagoon be closed down due to the Starry Stonewart.

**COMMITTEE OF THE WHOLE MINUTES
MONDAY, JUNE 03, 2019 – 6:00 PM
CITY HALL BUILDING, COUNCIL CHAMBERS**

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.

Finance, License & Regulation Committee, Alderman Howell

Personnel Committee, Alderman Proksa

Public Works Committee, Alderman Flower

Piers, Harbors, & Lakefront Committee, Alderman Skates

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.

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

Geneva Lake Environmental Agency, Alderman Skates

Geneva Lakes Family YMCA, Alderman Flower

Geneva Lake Use Committee, Alderman Dunn

Business Improvement District, Alderman Halverson

**COMMITTEE OF THE WHOLE MINUTES
MONDAY, JUNE 03, 2019 – 6:00 PM
CITY HALL BUILDING, COUNCIL CHAMBERS**

Motion to adjourn at 8:12 pm by Ald. Flower, second by Proksa. Motion carried unanimously.

**THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY
COMMITTEE OF THE WHOLE**

6/11/2019 11:00 am

cc: Aldermen, Mayor, Administrator, Attorney, Media

FINANCE, LICENSING & REGULATION COMMITTEE MINUTES

TUESDAY, JUNE 4, 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 at 6:05 p.m.

Roll Call

Clerk Kropf called the roll and noted that Howell, Proksa, Skates, Halverson, and Hedlund were present.

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

None

Approve the Regular Finance, Licensing and Regulation Committee Meeting minutes of May 21, 2019, as prepared and distributed

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

Licenses & Permits

2019-2020 Original & Renewal Operator License applications filed by various applicants as listed in packet

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

Discussion/Recommendation regarding Renewal of 2019-2020 “Class B” Intoxicating Liquor & Class “B” Fermented Malt Beverage license application filed by Samson Enterprises LLC d/b/a Northsiders, 642 W Main St, Michelle Norgard, Agent

Motion by Proksa to approve, second by Hedlund.

Clerk Kropf noted that this license was held over from the last meeting for further discussion. She added that two representatives were present to answer questions of the committee. Daniel Caravette addressed the committee regarding the reason for the most recent closure of his business and cited several building renovations.

Original motion was re-read and motion carried 5-0.

Discussion/Recommendation regarding Renewal of 2019-2020 Class “A” Fermented Malt Beverage license application filed by Tienda El Rancho Inc d/b/a Tienda El Rancho, 1151 Elkhorn Rd, Mercedes Jaramillo, Agent

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

Discussion/Recommendation regarding an Original “Class A” Intoxicating Liquor license and Class “A” Fermented Malt Beverage license application filed by Kelley Williamson Company d/b/a Kelley’s Market, 350 N Edwards Blvd, Suzanne Dorsey-Sterling, Agent

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

Discussion/Recommendation regarding an Original Class “B” Fermented Malt Beverage license and “Class C” Wine license application filed by The Candle Mercantile LLC d/b/a The Candle Mercantile, 870 W Main St, Elizabeth Doyle, Agent

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

Discussion/Recommendation regarding an application for Temporary Class “B”/ “Class B” Retailer’s License filed by the Lake Geneva Rotary Club to be used at the Lake Geneva Oktoberfest on Saturday, October 12, 2019 (11:00 a.m. to 5:00 p.m.) and Sunday, October 13, 2019 (11:00 a.m. to 5:00 p.m.); Beer tent to be located in street between 726 Geneva St and 727 Geneva St

Motion by Skates to approve, second by Proksa. Proksa encouraged people to volunteer. Hedlund stated that he doesn’t agree with using Geneva Street. Motion carried 5-0.

Discussion/Recommendation regarding Renewal of 2019-2020 Massage Establishment License applications filed by the following:

-Therapeutic Touch, 601 W Main St, Lake Geneva, WI

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

Discussion/Recommendation regarding Renewal 2019-2020 of Taxi Cab Company License applications filed by the following (*Approval contingent upon favorable review of Insurance by City Attorney*)

-Lakefront Shuttle, 300 Wrigley Dr, Lake Geneva, WI

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

Discussion/Recommendation regarding Resolution 19-R43 authorizing the use of Contingency funds for additional Comprehensive Plan workshops and focus groups, in an amount not to exceed \$6,716

Motion by Skates to approve, second by Halverson. Finance Director Hall noted that this was already approved by the Council, but that this is a house keeping issue. Motion carried 5-0.

Discussion/Recommendation regarding Resolution 19-R44 updating of City of Lake Geneva Wage Scale for Full-Time Employees

Finance Director Hall noted that the Council did approve the wage increase for staff for COLA by 1% for the start of 2019. This resolution would just be a house keeping item for the Council to approve.

Motion by Skates to approve Resolution 19-R44, second by Proksa. Motion carried 5-0.

Discussion/Recommendation regarding Resolution 19-R45 updating of City of Lake Geneva Wage Scale for Part-Time Employees

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

Discussion/Recommendation regarding update to City of Lake Geneva Compensation Policy

City Administrator Nord stated that there were some issues identified within the policy that needed to be changed to maintain consistency. One change was to remove section VIII(2) which removes the provision that an employee above the mid range of their scale would only receive 75% of a scored evaluation. The policy would also show that managers could hire employees within the wage grade for that position with the City Administrator approval instead of seeking Personnel Committee approval.

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

Discussion/Recommendation regarding Oak Hill Cemetery Water/Sewer extension/repair

Aldersperson Howell addressed the committee regarding the Cemetery's recommendation to extend the utility services through Oak Hill Cemetery. The committee expressed that for the amount of money that would need to be borrowed could be better served on different projects throughout the City. Motion by Skates to authorize the use of one portapotty and do not pursue the sanitary sewer or water extension program, second by Halverson. Motion carried 5-0.

Presentation of Accounts

Prepaid Bills in the amount of \$16,930.37

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

Regular Bills in the amount of \$110,228.30

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

Adjournment

Motion by Proksa to adjourn the meeting, second by Skates. Motion carried 5-0. The Meeting adjourned at 6:44 p.m.

FINANCE, LICENSING & REGULATION COMMITTEE MINUTES
TUESDAY, JUNE 18, 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 6:00 p.m.

Roll Call

Clerk Kropf called the roll and noted that Howell, Proksa, Halverson, and Hedlund were present with Skates being absent and excused.

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

Mary Jo Fesenmaier; 1085 S Lakeshore Dr; Would like to see the Comprehensive Plan Feasibility Study expense sent to this body for consideration.

Approve the Regular Finance, Licensing and Regulation Committee Meeting minutes of June 4, 2019, as prepared and distributed

Motion by Proksa to approve the minutes of June 4, 2019, second by Hedlund. No discussion. Motion carried 4-0.

Licenses & Permits

2019-2020 Original & Renewal Operator License applications filed by various applicants as listed in packet

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

Discussion/Recommendation regarding a Temporary Operator License Application filed by Robert McCormick to be used at the St Francis De Sales Fall Festival

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

Discussion/Recommendation regarding awarding the 2019 Street Improvement Project Bid (including Engineer costs) to Payne & Dolan in an amount not to exceed \$750,000

Motion by Halverson to approve, second by Proksa. Finance Director Hall noted that the budget amount for the project was only \$750,000. The bid amount came in higher than the budget amount however the Director of Public Works would review the streets to be repaired and chose the ones in the most disrepair. Motion carried 4-0.

Discussion/Recommendation regarding the purchase and installation of fence for the Department of Public Works from Century Fence in an amount not to exceed \$26,955 to be paid from the Capital Projects fund

Motion by Hedlund to approve, second by Proksa. Hall noted that this is under budget. Motion carried 4-0.

Discussion/Recommendation regarding amending the City of Lake Geneva Fee Schedule to include a Paramedic Intercept Response fee with a flat rate or with a rate agreed upon through a shared revenue

Motion by Howell to suspend the rules to allow Captain Detkowski to speak, second by Hedlund. Motion carried 4-0.

Captain Detkowski stated that the committee has reviewed this before. The flat fee for the paramedic intercept fee of \$400, but that for Medicare or Medicaid patients the municipality that bills/collects the fee based on a shared revenue agreement. He noted that the current amount is \$600, but that tracking of the calls has shown that the department receives approximately \$400. He noted that this does not include the use of a City ambulance, it is simply a paramedic intercept. He added that if this change is made municipalities will utilize this service more however there will not be a disruption to City residents.

Motion by Proksa to approve, second by Howell. Motion carried 4-0.

Discussion regarding May 2019 Treasurer's Report and Budget vs. Actual

Finance Director Hall reviewed the May 2019 Treasurer's Report along with the budget to actual report. No action taken.

Presentation of Accounts

Prepaid Bills in the amount of \$24,355.38

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

Regular Bills in the amount of \$165,305.37

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

Adjournment

Motion by Hedlund to adjourn the meeting, second by Proksa. Motion carried 4-0. The meeting adjourned at 6:23 p.m.

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

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

Meeting was called to order by Chairperson Proksa at 4:32 p.m.

Roll Call

Clerk Kropf called the roll and noted that Proksa, Straube, Flower, Halverson, and Skates were present.

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

Henry Sibbing; 725 Hillcrest Dr; Spoke in regards to the classification system for the Municipal Court Clerk. He would like to see her knowledge and skills be compensated properly; would like to see the grade be increased for this position in the future.

Approval of the minutes from the May 7, 2019 Personnel Committee Meeting

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

Discussion/Recommendation regarding update of City of Lake Geneva Wage Scale Resolutions for Full-Time and Part-Time Employees

City Administrator Nord addressed the committee regarding the proposed resolutions. He noted that there was work done that consisted of properly identifying employees' position titles match what is on the resolution. Finance Director Hall noted that this resolution that will show what the Council approved in December 2018.

The Council had approved the increase of COLA at 1% and that this resolution was updated by that increase.

Motion by Flower to approve the resolutions, second by Skates. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding permanent position of the Harbormaster

Proksa stated that she has been working with the City Administrator and the Mayor regarding this position. She noted that this position would more based on the facility versus the events. Flower stated that there were some discrepancies that she would like to discuss to determine if there was a need for a permanent Harbormaster at all. Proksa noted that this position would exclude any booking or event coordination for the Riviera.

Skates stated that the committee should thoroughly vet this job description and identify what this position needs to be responsible for. Flower stated that she would like to explore any potential redundancies with the Harbormaster position and the current maintenance position at the Riviera. Flower stated that she would like to see one person that would be responsible for the events in the City whether they be held at the Riviera or a City Park. Halverson agreed with Flower and would like to see a point person that could help the public with park inquires and the process to maybe have an event. Clerk Kropf stated that the Deputy Clerk currently assists the public with such inquiries with the park.

Motion by Skates to continue at the next meeting, second by Halverson. Motion carried 5-0.

Discussion/Recommendation regarding update to City of Lake Geneva Compensation Policy

Motion by Skates to approve the policy with the removal of XIII (2), the language change to section IX as presented in the packet, second by Flower. Motion carried 5-0.

Discussion regarding committee overlook on employee evaluations and evaluation retention

Finance Director Hall stated that there is not consistency amongst the leadership team on how the evaluations are completed. The evaluations need to be conducted between July and November with the final product being turned in to the Finance Department no later than December 1. She also added that the evaluations need to be kept with the Human Resources Director in a central location. No formal action was taken.

Future Agenda Items

-Harbormaster Position

Adjourn

Motion by Skates to adjourn, second by Halverson. Motion carried 5-0. The meeting adjourned at 6:04 p.m.

**PUBLIC WORKS COMMITTEE MINUTES
TUESDAY, JUNE 11, 2019– 4:30PM
CITY HALL CONFERENCE ROOM 2A**

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

The June 11, 2019 meeting of the Public Works Committee was called to order by Chairperson Flower at 4:30 p.m.

Roll Call

Director of Public Works Earle called the roll and noted that were present.

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

Also present: Director of Public Works Earle, Parking Manager Mullay, Asst. Clerk Elder, City Admin Nord, Ald. Skates, & Halverson

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

None

Approve the regular Public Works Committee meeting minutes from May 14, 2019 as prepared and distributed

Motion by Proksa to approve the May 14, 2019 minutes, second by Hedlund. No discussion. Motion carried 5-0.

Director of Public Works Report

Riviera Fountain Lighting

Director Earle noted that the lighting has been installed and will be working with the programmer to make the lights operational. He added that the light shows will be customizable for shows.

Brush Collection

Earle stated that the brush collection has been completed. He also indicated that a broken pipe at LaGrange and could cause some delays.

Parking Manager Report

Year to Date Meter Collections

Mullally reported that the Paring Department is stable and has approximately 7,000 less in transactions from last year.

Maintenance on Meters/Technology Issues

Mullally indicated that the meters are slower this year due to spotty coverage. She did add more staff to handle maintenance in the morning hours.

Discussion/Recommendation regarding awarding the bid for the 2019 Street Improvement Project to Payne & Dolan in an amount not to exceed \$814,966.12

Earle stated that the bids came in for the Street Improvement project. He noted that while the bid amount was \$814,966.12 and budget amount for the project is only \$750,000. The whole project will not exceed \$750,000 by choosing which roads

are in desperate need of help and have those repaired first. This cost will also include all of the engineering costs for the project.

Howell motion to approve \$750,000 to Payne & Dolan for the 2019 Street Improvement project to include the engineering costs, second by Hedlund. Motion carried 5-0.

Discussion/Recommendation regarding 2020 Streets Capital Spending Plan and Three Year Plan including alleys

Director Earle said this is on target, but we should try to get bids earlier, and he's given the plan to Ald. Flower making the suggestion to take Main St. off, but he would need approval for the task order for an Engineer to assess the roads.

The committee directed DPW Director Earle to obtain the task order from the engineer. No action taken.

Discussion/Recommendation regarding Department of Public Works Fencing to be paid from Capital Borrowing

Director Earle stated that he received two quotes for this project. This fencing would go around the brush dumping area. He noted that this is necessary as this area is where the staff are running large pieces of equipment and they would be able to close off the area to maintain safety.

Motion by Hedlund to approve the purchase and installation of the fence by Century Fence in an amount not to exceed \$26,955, second by Howell. Motion carried 5-0.

Discussion/Recommendation regarding sidewalk/bike trails needs on Sheridan Springs Drive, Edwards Boulevard, and Highway 120 South

Alderson Flower stated that she had shared this at the Committee of the Whole and that she wanted to have a conversation with the committee. She noted that she would like to work this plan into the upcoming street improvement projects. She would like to see these funded through Special Assessments. Earle noted that they need to not only look into where the sidewalks may be placed, but also the maintenance of the sidewalks as well. They also need to be placed in a way that makes sense to avoid "sidewalks to nowhere". Flower noted that the Park Board has been looking into this as well. Director Earle stated we need to start including capital outlay as we go forward. No action taken.

Discussion regarding Parking Kiosk RFP

Flower noted that this had been brought up months ago and it hadn't moved forward. She wanted to discuss the need to the equipment and if there is a possibility to have a meeting to discuss it further. Parking Manager Mullally has tested the machines and working with vendor to look at various models. Mullally asked the committee what direction they would like her to move in – what's the goal i.e. revenue, new parking meter features, and customer interface. Ald. Dunn stated he went out and it wasn't very user friendly. Ald. Howell said he tested the system and it was fine. Hedlund stated to nickel and dime the parking revenue source is a mistake and would like to direct Sylvia to do the research obtain the RFP to have enough time in November. Ald. Howell stated there needs to be a separate meeting dedicated just to parking analysis and RFP to make an educated decision. Ald. Skates stated to have various vendors submit bids/proposals for a special Parking workshop.

No action taken.

Discussion/Recommendation regarding amending current snow removal and weed/grass control ordinances

Flower noted that the Attorney is reviewing the grass mowing policy so that will be carried over to the next meeting once his revisions have been received. Flower cited several amendments for the snow removal policy that needed clarification specific to adding language relating to removing snow to the curblines and from the ADA ramps

Motion by Hedlund for amending the current snow removal policy and to refer to Finance, Licensing, and Regulation Committee, second by Howell. Motion carried 5-0.

Discussion regarding roundabout mowing

Hedlund points how if someone owns the property could we see if we can get them to mow the lawn. Flower possibility to have State/County cut more often, suggested approaching the other township, proposed a company that would sponsor. Earle noted that the DPW will continue to mow the roundabout on the south side and the medians. No action taken.

Discussion regarding bike path issues on South Street

Ald. Hedlund motion to suspend the rules to let Ald. Skates to speak, second by Howell. Motion carried unanimously.

Skates noted that there is a fair amount of bike and pedestrian traffic on that street. The committee noted that this should be discussed at the Park Board. Main thorough fair for various locations and Director Earle stated we only own the west bound lane up to the High School parking lot. Earle noted that this would be a job to be done and researched by Vandewalle. No action taken.

Future Agenda Items

Weed/Grass Control

Roundabout mowing

Items Streets Capital Spending

Restroom Cleaning

Parking Kiosk RFP

Adjourn

Motion by Howell to adjourn the meeting, second by Hedlund. Motion carried 5-0. The meeting adjourned at 6:00 p.m.

PIERS, HARBORS & LAKEFRONT COMMITTEE MINUTES

WEDNESDAY, JUNE 19, 2019 – 5:30PM

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 5:47 pm

Roll Call: Chairperson Doug Skates, John Halverson, Shari Straube, Rich Hedlund, and Tim Dunn
Also present: Mayor Hartz, Administrator Nord and various other people.

Approval of Minutes: Hedlund so moved to approve the minutes of May 15, 2019, Halverson seconded. Motion carried 5-0

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

Kent Martzke, 1144 Rolling Lane addressed item seven on the agenda explaining what is he was requesting in regard to an extension of his (Lake Geneva Boat Line) lease agreement and offering to participate in the discussion when those items come up on the agenda tonight.

Harbormaster Report: Interim Harbormaster Donna Crook introduced herself to the committee. Crook also reported that the updated Pier, Buoy and Lagoon waiting list was almost completed. Crook also reported she was working with Gage Marine on various pier repair work orders.

Chairman Skates so moved to amend the agenda and to move item eleven up to the next topic of discussion at the meeting. Alderman Hedlund seconded Motion carried by voice vote.

Discussion / Recommendation on possible rental rate changes for the Riviera Ballroom:

Stephanie Copsey (contracted Marketing Director the Riviera Ballroom) presented the committee with a list of recommended amendments to the current rental agreement for the Riviera Ballroom. The list was provided and Copsey covered the highlights took various questions from the committee. After additional discussion, Alderman Halverson so moved to forward Stephanie Copsey's recommendations to the Finance, License and Regulation Committee. Alderman seconded the motion. Motion carried by unanimous voice vote.

Discussion / Recommendation on amendments to city's current fishing related ordinance(s):

City Administrator Dave Nord presented to the committee with a map of city owned property along the lake front showing areas where city staff believes fishing should be allowed. This map was presented to facilitate discussion and put additional clarifying wording in the city's current ordinances. After brief discussion among the committee members; Alderman Hedlund so moved to forward the staff recommendations to the next Finance, License and Regulation Committee meeting. Alderman Straube seconded the motion. Motion carried by voice vote.

**PIERS, HARBORS & LAKEFRONT COMMITTEE MINUTES
WEDNESDAY, JUNE 19, 2019 – 5:30PM
CITY HALL, CONFERENCE ROOM 2A (UPPER LEVEL)**

Discussion / Recommendation on Lake Geneva Boat Line contract extension request: City Administrator Dave Nord reported that the Harbormaster and he had met with Kent Martzke of Lake Geneva Boat Line (LGBL). Nord reported that there were two unresolved items that the committee will need to address before the contract can possibly be extended. Mr. Martzke would like wording added that LGBL is not required to pay the commercial boat launch fee. Secondly Mr. Martzke proposed an alternative to the current, automatic three percent (3%) increase to the lease amount. After some discussion John Halverson so moved to forward the discussion to the next Finance, License and Regulation committee meeting. Alderman Hedlund seconded the motion. Motion carried by unanimous voice vote. It was the consensus of the committee to have the City Administrator provide the committee with copies of the current lease agreement as well as numbers related to the current annual lease increase in comparison with what Mr. Martzke is proposing.

Discussion / Recommendation sea wall inspection responses: Dave Luterbach reported to the committee that all responses received were evaluated and it his recommendation that Collins Engineering (\$9,500) be awarded the contract. General discussion took place and Luterbach stated that MSI could supervise the project for \$5,000. After additional discussion Alderman Hedlund so moved to forward this recommendation to the next FLR meeting. Doug Skates seconded the motion. Motion carried by voice vote.

Discussion / Recommendation ACM / lead paint inspection responses: Dave Luterbach reported to the committee that all responses received were evaluated and it his recommendation that Intertek-PSI (\$4,600) be awarded the contract. General discussion took place and Luterbach stated that MSI could supervise the project for \$5,000 - \$7,500. Luterbach stated this amount for MSI's services could be significantly reduced if city staff could assist with the project on site. Alderman Hedlund so moved to forward this recommendation to the next FLR meeting. Alderman Halverson seconded the motion. Motion carried by voice vote.

Discussion / Recommendation regarding possible additional foot washing station: Chairman Skates requested that a foot washing station be noted as a possible addition to the overall Riviera project. Currently beach guests are using Riviera restrooms (and the fountain) to wash sand from their feet. The sand is causing issues within the various drain pipes.

Discussion / Presentation of various information from MSI concerning the Riviera renovation project: Anne Krogstad (Architect with MSI) addressed the committee and provided a power point presentation with three concepts for renovating the first floor of the Riviera building. These concepts along with others will be discussed at future committee meetings.

**PIERS, HARBORS & LAKEFRONT COMMITTEE MINUTES
WEDNESDAY, JUNE 19, 2019 – 5:30PM
CITY HALL, CONFERENCE ROOM 2A (UPPER LEVEL)**

Future Agenda Items:

The Committee identified the following items for inclusion on next month's agenda:

- Roofing options for the Riviera building
- Continued discussion on Riviera conceptual drawings
- MSI presentation on Riviera restoration project

Ald. Hedlund motioned to adjourn at 7:03 pm, second by Halverson. Motion carried by unanimous voice vote.

Lake Geneva Utility Commission Minutes
Regular Lake Geneva Utility Commission Meeting
Wednesday June 19, 2019 4:00 PM
Conference Room 2A, City Hall – 626 Geneva Street

Call Meeting to Order- by Lyon at 4:01pm

Roll Call - Members present: Dennis Lyon, Ann Esarco, Ald. Hedlund, & Admn. Nord; Ald. Flower & Mark Johnson – absent; Mayor Hartz arrived at 4:04 pm.

Staff in attendance: Josh Gajewski

Public in attendance: None

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 May 15, 2019 as prepared and distributed
Esarco/Hedlund motion to approve. Passed unanimously.

Acknowledgement of Correspondence
None

Presentation of 2018 Financial Audit
Clifton Larson Allen not present, no action taken.

Financials Update
Gajewski reviewed the financials through May 2019.
Esarco/Hedlund motion to approve the May financials. Passed unanimously.

Approval of the May Bills
Hedlund/Hartz motion to approve the May bills. Passed unanimously.

Directors Report
Gajewski gave an overview of the submitted Directors report. The water system modeling and Dodge Zone work with MSA continues, we are currently waiting for additional input from contracting services to verify opinions on the feasibility of raising the tower 30'. The Water Utility Sanitary Survey was conducted by the DNR, things went well on site and we are awaiting the final report itemizing any items needing attention. Site visits for Chloride Source Reduction Measures are nearing completion and the second phase of work on this year's goals is upcoming. There was a repair needed to the force main at the Big Foot Lift Station, staff will continue to review future needs of the main given the numerous repairs that have been made to it over the years. Second quarter bills will out July 1st and online customer accounts with PSN continues to grow.

Review of the 2018 Consumer Confidence Report (CCR)
The CCR is the annual water quality reporting required by DNR code. Gajewski reviewed the report noting that samples for Nitrates, VOC's and disinfection byproducts that were not taken during the regulated timeframe. Nitrates and VOC's have since been sampled and found in compliance, DBPs will be taken between July and September of this year.
Review only, no action taken.

Discussion/Action on 2018 Compliance Maintenance Annual Report (CMAR) and Resolution 2019-01

Gajewski reviewed the report and discussed the highlights of each section. Ald. Hedlund questioned the D grade on the Groundwater section and what is being done to correct it. Gajewski reviewed the hurdles of hitting chloride concentration limits due to not have processes specific to its removal. Discussion on available chloride reduction measures followed.

Hartz/Hedlund motion to approve the 2018 CMAR as presented and Resolution 2019-01. Passed unanimously.

Discussion/Action well and pump maintenance work at Well #4

Gajewski reviewed the two proposals that were received from Water Well Solutions and Municipal Well & Pump. Discussion on the variations between proposed timelines and costs followed.

Hedlund/Esarco motion to approve the pump maintenance on Well #4 with Water Well Solutions, as bid at \$18,955. Passed unanimously.

Discussion/Action on revision to the Utility Commission Wage Scale

Gajewski reviewed the changes to the scale which includes a 1% COLA to all grades, with the 2/20/2019 changes made to certification pay remaining in place.

Hedlund/Hartz motion to approve the revised 2019 Utility Commission Wage Scale. Passed unanimously.

Discussion/Action on the Utility Commission Employee Compensation Policy

The drafted policy is in substantial conformance with the recently amended and approved City policy, but it has been modified to align it with the Commission's structure.

Hedlund/Hartz motion to approve the Utility Commission Employee Compensation Policy. Passed unanimously.

Discussion/Action on the Sage Street Water Main Abandonment Project

The engineering estimate to complete the Sage Street and Warren Street work was reviewed. Gajewski would like to continue forward with Sage St abandonment to ensure it's completed in 2019 and look at 2020 for potential completion of the Warren St. work.

Hartz/Hedlund motion to continue forward with the Sage St. abandonment, obtaining quotes for the work and returning in July for approval.

Lyon/Esarco 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, specifically Wastewater staff recruitment and employee wages.

Motion carried on a roll call vote 5-0. The Commission convened into closed session at 4:58pm.

Hedlund/Nord 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 5-0. The Commission convened into open session at 5:40pm.

Esarco/Hedlund motion to instruct staff to proceed as discussed in closed session. Passed 5-0.

Adjourn

Lyon/Hartz motion to adjourn at 5:43pm. Passed unanimously.

/s/ Josh Gajewski, Utility Director

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

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

This meeting will be 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 Chief Rasmussen

3. Roll call

Commissioners Connors, Horne and Jordan were present. Commissioner Pollard and Police and Fire Liaison Skates were excused. Also present: Police Chief Rasmussen, Fire Chief Peters, Fire Captain Detkowski, Fire Administrative Assistant Baumeister and Police Department Administrative Assistant Papenfus.

4. Comments from the Public reference agenda items only. Comments are limited to a maximum of five minutes - None

5. Acknowledge correspondence – Administrative Assistant Papenfus stated that Target set a letter recognizing the Police Department for National Police Week.

6. Approval of the regular meeting minutes of May 9, 2019

Horne motioned to approve the regular meeting minutes of May 9, 2019. Jordan seconded. Motion carried 3-0.

7. City Council Report – No city council report

8. Police Department Business

a. Approval of bills for the month of May 2019, operating in the amount of \$274,014.34, Equipment purchases in the amount of \$6,514.90, for a total of \$280,529.24

Horne motioned to approve the bills for the month of May 2019. Jordan seconded. Roll call vote: Connors-Y, Horne-Y, Jordan-Y. Motion carried 3-0.

b. Discussion/Action – Accept resignation of Part Time Officer Nathan Soeth and Booking Officer Ian Showalter

Connors motioned to accept the resignations of Part Time Officer Nathan Soeth and Booking Officer Ian Showalter with regrets. Jordan seconded. Motion carried 3-0.

c. Discussion/Action- Confirm hiring of Full time Telecommunicator Tricia Windler

Jordan motioned to confirm the hiring of Full Time Telecommunicator Tricia Windler. Horne seconded. Roll call vote: Connors-Y, Horne-Y, Jordan-Y. Motion carried 3-0.

d. Discussion/Action – Confirm hiring of Part time Telecommunicators Sara Koehne and Piper Lindner-Turnage

Connors motioned to confirm hiring of Part Time Telecommunicators Sara Koehne and Piper Lindner-Turnage. Horne seconded. Roll call vote: Connors-Y, Horne-Y, Jordan-Y. Motion carried 3-0.

Roll call vote: Connors-Y, Horne-Y, Jordan-Y. Motion carried 3-0.

e. Discussion/Action - Command vehicle update

Chief Rasmussen stated on May 3, 2019 Alderman Skates, Commissioner Horne, Chief Rasmussen, Chief Peters, Lieutenant Gritzner and Sergeant Derrick when to LDV in Burlington and received a lot of information regarding command vehicles. More information on the command vehicle will be provided next month.

f. Discussion/Action - Training Room Use – costs and fees

In February 2018, it was approved that only community organizations would be allowed to use the room. We recently received a request from an outside nonprofit organization to use the room and the question is what is determined as a “community organization.” After some discussion, Connors recommended that Chief Rasmussen speak with City Attorney Draper to determine the definition of “community-based.”

g. Discussion - Chief’s report (briefing only - no action will be taken)

Chief Rasmussen discussed the issue of fishing on the west end pier. The City Council decided there was no fishing on the pier; however, there is no ordinance in place. Therefore, the Police Department cannot enforce the rule.

h. Discussion - Chief’s top monthly incidents – No discussion/action

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

2019 Dispatch activity for May 2019:	Telephone calls - 2,970	911 Calls - 314	Window assists – 1,010
2018 Dispatch activity for May 2018:	Telephone calls – 2,885	911 Calls - 228	Window assists – 1,044

2019 Patrol activity for May 2019:	Calls for service – 1,713	Arrests - 142
2018 Patrol activity for May 2018:	Calls for service – 1,795	Arrests - 116

j. Discussion – Thank you letters – No discussion/action

- City of Delavan PD – Sergeants Derrick, Hinzpeter, Hall and Officers Hansen, Richardson, Nelson, and Ward
- Target – Officers Bouland, Nelson and Ward

k. Items to be forwarded to City Council

Telecommunicator staffing level, monthly reports, expenditures

9. Fire Department Business

a. Approval of bills for the month of May 2019, operating in the amount of \$99,608.86, Equipment purchases in the amount of \$7,879.95, for a total of \$107,488.81

Jordan motioned to approve the bills for the month of May. Horne seconded. Roll call vote: Connors-Y, Horne-Y, Jordan-Y. Motion carried 3-0.

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

The monthly personnel spotlight is for FF/EMT Michelle Martinez, who has been employed with the department since 2016. Chief Peters reviewed new hires, personnel accomplishments and anniversaries. He highlighted community and department events and notable calls for service.

e. Discussion/Action – 2019 Equipment Replacement & Capital Improvement Update

Chief Peters reviewed the status of 2019 Equipment and Capital Improvement projects

f. Discussion/Action – Update Walworth County Fire/EMS study At the recent Walworth County Fire/EMS study meeting, it was decided that a study will be done next year and funded by the Walworth County Administrator to determine feasibility and interest to consolidate dispatch departments.

g. Discussion/Action - Confidential Administrative Assistant duties, assisting City Hall with Fire Department billing

Administrative Assistant Baumeister will be do the fire inspections billing and will be working five more hours per week. City Hall has done the billing in the past but has not done any billing for 2019. If there are not enough funds in the Fire Department budget to pay for the extra hours worked per week, Treasurer Hall advised that the contingency fund can be used for the additional compensation.

h. Discussion- Thank you notes – No discussion/action

- YMCA

i. Items to be forwarded to city council

Call summary report, expenditures, additional administrative assistant duties and thank you notes

10. Agenda items for the next regular meeting Tuesday, July 2, 2019

Training room use and command vehicle

11. a. Motion to go into closed session under Wisconsin State Statute 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 Paramedic response fees

b. Pursuant to Wisconsin State Statute 19.85(1)(d) Considering specific applications of probation, extended supervision or parole, or considering strategy for crime detection or prevention: Tactical EMS operations.

Connors motioned to go into closed session to include Chief Peters, Captain Detkowski, Chief Rasmussen, Fire Administrative Assistant Baumeister and Administrative Assistant Papenfus Horne seconded. Roll call vote: Connors-Y, Horne-Y, Jordan-Y. Motion carried 3-0 at 6:43 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, Horne-Y, Jordan-Y. Motion carried 3-0 at 6:59 p.m.

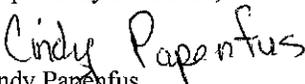
13. Discussion/Action on closed session items, if needed

Connors motioned to recommend approval of the \$400.00 fixed life support intercept agreement along with the variable life support agreement based on billing returns to FLR and Council for addition to the fee schedule. Horne seconded. Roll call vote: Connors-Y, Horne-Y, Jordan-Y. Motion carried 3-0.

14. Adjourn

Jordan motioned to adjourn the meeting. Horne seconded. Motion carried at 7:01 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

**PLAN COMMISSION MEETING
MONDAY, JUNE 17, 2019 – 6:00 PM
COUNCIL CHAMBERS, CITY HALL**

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

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

Approve Minutes of the May 20th 2019 Plan Commission meeting as distributed.
Gibbs/Esarco 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: Maureen Marx, 834 Dodge Street, shared her opposing thoughts for the Ice Castle Concept.

Speaker #2: Stan Redmer, 1155 Lake Geneva Blvd, shared his thoughts on the Ice Castle Concept and concerns for the city infrastructure.

Speaker #3: Charlene Klein, 817 Wisconsin Street, shared her concerns and ideas regarding the Feasibility Analysis for Hillmoor.

Speaker #4: Mary Jo Fesenmaier, 1085 S Lake Shore Drive, shared her opposing thoughts on the Ice Castle Concept, the Plan Amendment Process, and Hillmoor Feasibility Study.

Speaker #5: Dick Malmin, N1991 S Lake Shore Drive, shared his opposing concerns and is not in favor of the proposed Feasibility Analysis for Hillmoor.

Acknowledgement of Correspondence. Correspondence was received from Sonya Dailey, 531 Warren Street, sharing her thoughts regarding environmental concerns in the city. Correspondence was also received by Christina Clements, 949 Madison Street, sharing her concerns for the dog boarding facility at 846 Madison Street. All correspondence has been distributed to the Plan Commission and the City Council.

Downtown Design Review

Application by Brick & Mortar, Thomas and Kathy George, 3389 S. Shore Dr., Delavan WI 53115, for the request to alter the exterior of the building by bringing the glass enclosed porches to grade on the property located at 832 Geneva St., in the Business Central (BC) zoning district, Tax Key No. ZOP00252.

Thomas George, 3389 S Shore Drive, Delavan, presented his request. Zoning Administrator Walling stated the George's prefer Plan "A" of their submittal which presents a basic roof line for the porches which are at grade. Planner Slavney stated the outdoor seating for coffee or ice cream will require a separate approval as an outdoor commercial entertainment use. Slavney commended the applicant on their new design for their building. Mayor Hartz approved of the design on Cook Street which appears to align with the neighboring property.

Gibbs/Esarco motion to approve the Plan "A" design and include all staff recommendations.

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

Application by Jodeen Mikkelsen, 217 S. Washington St, Elkhorn WI 53121 for the request to install an on Building Sign to the exterior of the property, located at 512 Broad St., in the Business Central (BC) zoning district, Tax Key No. ZGD00005.

Jodie Mikkelsen, 217 S Washington Street, Elkhorn, presented her request. Walling said the color and size of sign meets all city requirements.

Krajovic/Catlin motion to approve the sign and include all staff recommendations.

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

Application by Erin Sasak, 772 W. Main St., Lake Geneva, WI 53147, for the request to install an on Building Sign to the exterior of the property, located at 772 W. Main St., in the Business Central (BC) zoning district, Tax Key No. ZOP00321.

Erin Sasak, 772 W Main St, owner of Geneva Jakes, presented her request. Walling said the submittal meets the color and sizes requirements of the city.

Hartz/Gibbs motion to approve the sign and include all staff recommendations.

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

Application by Leanne Sanders Ieronimo, N2341 Shore View Dr., Lake Geneva, WI 53147, for the request to install an on Building Sign and a Blade Sign to the exterior of the property, located at 235 Broad St., in the Business Central (BC) zoning district, Tax Key No. ZOP00321.

Leanne Ieronimo, N2341 Shore View Drive, presented her request. Walling said the sign reflects colors in the historic pallet and meets the size requirements.

Esarco/Krajovic motion to approve the signs and include all staff recommendations

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

Public Hearing and Recommendation to amend the existing Conditional Use Permit filed by Tristan Crist, 100 Skyline Dr., Lake Geneva, WI 53147, to allow Commercial Outdoor Entertainment land use for the patio area which would allow the service of alcohol outside of the building. The property is located at 100 N Edwards Blvd., located within the Planned Business (PB) zoning district, Tax Key No. ZA196100004.

Walling presented the request, stating the applicant had asked for the ability to serve food and drinks outside of the building in the original Conditional Use Permit but it was not identified in the motion. Walling said the applicant intends to use the outdoor patio area for a gathering space prior to the show. Hartz stated the Plan Commission cannot authorize the use of alcohol since it is an alcohol license item.

Speaker #1: John Koons, 7243 Lawton Avenue, asked if bands, music or outside entertainers would be allowed with this permit. Hartz said the noise ordinance for outdoor entertainment would have to be met.

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

Hartz/Krajovic motion to approve the amendment of the Conditional Use to include two conditions: 1.) No music will be played on the patio and 2.) Alcohol will only be served with an approved license by the city and include all staff recommendations and fact finding in the affirmative.

Esarco/Hartz amended the previous motion to approve the amendment of the Conditional Use to include the following conditions: no music will be played on the patio, alcohol will only be served with an approved license by the city and limiting the hours of outdoor entertainment to 9:00 pm.

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

Public Hearing and Recommendation on an application for a Conditional Use Permit filed by Elizabeth Tomas, 1142 Cypress Point, Twin Lakes, WI 53181 for the property located at 617 W. Main St to allow outdoor music this request is for a Commercial Outdoor Entertainment land use, located in the Central Business (CB) zoning district. Tax Key No. ZOP00291.

Beth Tomas, 1142 Cypress Point, Twin Lakes, present her request. Walling asked about amplified sound. Tomas suggested a small amp is needed for customers in the back of patio due to the noise on the street. Slavney asked about hours of operation. Tomas said the hours of operation are 11:00am - 8:00pm and the music on the patio ends at 7:00 pm.

Speaker #1: Alice Ogden, 108 Evelyn Lane Unit D, suggested giving the permit a time limit.

Speaker #2: Trish Schaefer, 403 Center Street, shared her support for this establishment and its ambiance.

Speaker #3: Jonathan Voinovich, 104 Evelyn Lane, shared his thoughts about acoustic sound and suggested limiting the volume.

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

Hartz/Gibbs motion to approve the Conditional Use Permit and include all staff recommendations and fact finding in the affirmative and with the following conditions: 1.) music is projected to the back of the patio, 2.) the music will not exceed the city sound ordinance and 3.) the patio closes by 8:00pm.

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

Public Hearing and Recommendation of a Conditional Use Permit (CUP) filed by Tom and Denise Pecora, 911 Mason Ln., Lake in the Hills, IL 60156, for the installation of 90’ long 6’ wide pier and one boat slip located at 1550 Lake Shore Dr., within the Estate Residential – 1 (ER-1) zoning district, Tax Key No. ZLM00048.

Larry Quist, W4689 N Walworth Road, Walworth, on behalf of applicant, presented the request. Walling stated the DNR approval for this project was received today.

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

Krajovic/Gibbs motion to approve the Conditional Use Permit and include all staff recommendations and fact finding in the affirmative and with the approved DNR Permit which includes 21 conditions.

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

Public Hearing and Recommendation of a Conditional Use Permit (CUP) filed by SCH Lake LLC, 131 Dearborne St., Chicago, IL 60603 for the installation of 100’ long 8’ wide pier and two boat slip located at 700 S. Lake Shore Dr., within the Estate Residential – 1 (ER-1) zoning district, Tax Key No. ZBB00007A.

Larry Quist, W4689 N Walworth Road, Walworth, on behalf of applicant, presented the request. Walling asked if the pier was centered on the property’s shoreline since the setback is 12.5’ from the riparian property line.

Speaker #1 Dick Malmin, N1991 S Lake Shore Drive, asked about the width of the main pier. Quist stated the DNR allows the main pier to be up to a width of 8 feet and the catwalks cannot exceed a 6 foot width.

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

Hartz/Krajovic motion to approve the Conditional Use Permit and include all staff recommendations and fact finding in the affirmative and with the following conditions: 1.) dock is not located within 12.5’ of the riparian property line, 2.) applicant meets the 12 conditions of the DNR Permit, 3.) the dock widths do not exceed the DNR limits.

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

Public Hearing and Recommendation on an application for a Conditional Use Permit (CUP) filed by Samantha Strenger, 615 Center St., Lake Geneva WI, 53147 to operate a Commercial Indoor Lodging at 695 Wells Street, located in the Planned Business District (PB) zoning, Tax Key No. ZOP00399C.

Samantha Strenger, 615 Center Street, presented her request. Walling said this property meets the zoning and parking requirements and interior floor plans are adequate and meet the fire code for 1st and 2nd floors. Slavney asked about the first floor spaces. Strenger said the 3 tenant spaces in the floor plan will be used as a commercial space with an additional apartment in the back.

Speaker #1: Zakia Pizada, owner of Lake Geneva Motel, shared her objections to all short term rental applications since it affects her business and said some overnight guests from other properties decide it is okay to use the Lake Geneva Motel swimming pool or to park on their property.

Hartz stated this property is located between the Wesley Inn and the Car Dealership so adjacent neighbors are not residential.

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

Esarco/Gibbs motion to approve the Conditional Use Permit and include all staff recommendations and fact finding in the affirmative.

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

Public Hearing and Recommendation on an application for the Conditional Use Permit (CUP) filed by Sarah Schultz, 448 McHenry St., Burlington, WI, 53105, Rachael Thornton, 3406 Harrison St, Kansasville, WI, 53139 requesting to amend the existing CUP to increase the allowance of 10 dogs to 40 dogs at the existing building located at 846 Madison Street, Lake Geneva, WI 53147, located in General Industrial (GI) zoning district, Tax Key No. ZYUP00033.

Sarah Schultz, 448 McHenry St., Burlington and Rachael Thornton, 3406 Harrison St., Kansasville, presented their requests. Walling stated this property falls within the animal zoning. Slavney said the proposed hours of operation are 7am-6pm Monday – Sunday with no day care services on Sunday. Applicant offered further information explaining their reasons for buying the facility and changing the way they work with the dogs under their care. Gibbs asked how the extra dogs would be handled especially since there are complaints now for less dogs. The applicant stated the number of dogs at night would be 15 but the amount of dogs during the day would increase. They are looking at soundproofing options. Hartz asked to have the owner’s signature on the application since the owner ends up with the Conditionally Use Permit.

Speaker #1: Gerry Kuroghlian, 526 Maxwell Street, shared his opposition to increasing the number of dogs at this facility.

Speaker #2: Maureen Marx, 834 Dodge Street, shared her thoughts favoring the business and increasing the number of dogs at this facility.

Speaker #3: Terry O’Neill, 954 George Street, lives 250’ from the facility, shared his thoughts opposing the request for more dogs at this facility.

Speaker #4: Sherri Ames, 603 Center Street, asked how many dogs would be lodged in the facility at night. Slavney asked for their proposed limit of dogs for overnight stay. The applicant said they could accommodate up to 15 dogs at night.

Speaker #5: Ellen Kuroghlian, 526 Maxwell Street, shared her opposition to increasing the number of dogs at this business.

Speaker #6: Christina Clements, 949 Madison Street, who lives across the street from the business, shared her concerns about the barking, suggesting it happens all day long. Clements asked who enforces the nuisance dog barking ordinance. Mayor Hartz said the police enforce the ordinance.

Speaker #7: Sarah Hill, 1024 George Street, lives 50’ from the business, shared her thoughts in favor of the facility and increasing the number of dogs allowed at the facility.

Speaker #8: Dick Malmin, N1991 S Lake Shore Drive, referenced the nuisance laws and shared his opinion opposing the request for more dogs at this facility.

Speaker #9: Don Ogden, 108 Evelyn Lane Unit D, shared comments opposing the dog barking.

Speaker #10: Mary Jo Fesenmaier, 1085 S Lake Shore Drive, asked if this Conditional Use Permit could have a yearly review.

Hartz/Gibbs motion to continue this Public Hearing to the July Plan Commission meeting and to allow the applicants to get the owners signature on the application and consider ways to cut back on the dog barking. Motion carried unanimously.

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

Public Hearing and Recommendation to amend an application for a Precise Implementation Plan (PIP) filed by Brian Dalton, 353 S. Lake St., Grayslake, IL 60030, requesting to allow Commercial Indoor Lodging at 406 Wells St. The originally approved PIP in 2013 limited the Commercial Indoor Lodging to 50 days (per the original applicant’s request). This request is to allow the land use as currently written in the zoning ordinances. The property is located at 406 Wells St., situated in Neighborhood Business (NB) zoning district Tax Key No. ZOP00353.

Brian Dalton, 353 S Lake Street, Grayslake, IL, 60030, presented his request. Walling explained the existing PIP issued in 2013 for this property allowing for 50 days. Slavney stated this property location was seen as acceptable even with the Neighborhood Business zoning back in 2013. Walling said this particular zoning allows for 365 days of rental.

Speaker #1: Zakia Pizada, owner of Lake Geneva Motel, shared her opposition to Commercial Indoor Lodging and Tourist Rooming House which affects her business. Slavney described the difference between Commercial Indoor Lodging and Tourist Rooming House and explained the Tourist Rooming House State Law which was forced on all cities in the state of Wisconsin last year.

Speaker #2: Chris Pawluk, 415 Wells Street, Unit 103, asked if there was a guest limit and how many cars could park at the property. Dalton stated they allow up to 12 guests and offer 8 parking spaces.

Speaker #3: Joseph Zimmer, 415 S Wells Street Unit 105, shared his knowledge of Commercial Indoor Lodging, DSPS rules and asked for a condition of a yearly review for this permit.

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

A discussion of the Plan Commission followed.

Hartz/Esarco motion to approve the amendment of the Precise Implementation Plan and include all staff recommendations and fact finding in the affirmative with the following conditions: the PIP amendment is limited to the current owner/applicant, the house will be rented to a single renter and guests, a yearly review will be conducted and the Lake Geneva Tourist Rooming House rules will apply: to include the site guidelines found in section 98-206(8)(y)(1)(d), not to include (8)(y)(1)(b); (8)(y)(1)(c); (8)(y)(1)(d)(v); (8)(y)(1)(e); & (8)(y)(1)(f) of the Tourist Rooming House program relating to the site guidelines and property operational standards.

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

Public Hearing and Recommendation on an application for a General Development Plan (GDP) filed by Omega Homes – Vistas LLC., 210 E. O’Connor Dr, Suite 101, Elkhorn, WI 53121, requesting to allow the development 17.26 acre parcel to construct 58 single family lots which includes the installation of roads and infrastructure to accommodate the proposed development. The property is located on LaSalle St., situated in Multi-Family Residential – 8 (MR-8) zoning district, Tax Key No. ZA424700001.

Applicant has requested to continue the Public Hearing.

Hartz/Gibbs motion to continue the Public Hearing to the July Plan Commission meeting at the request of the owner. Motion carried unanimously.

Discussions on Sign Display to review the reduction from 60 seconds to a 15 second change to the messages interval being displayed.

Slavney introduced the request from the Lake Geneva Library Board, asking to reduce the period of time in which a message is displayed. Slavney also explained the current regulation for a sign display. Emily Kornak, Library Director, presented her request.

A discussion of the Plan Commission followed.

Discussion on the Ice Castle concept plan and future event location.

Jesse Stone, 285 W Main St, Midway, UT, presented his request to consider Dunn Field as a new location for the Ice Castles. Stone spoke about their Ice Castle experiences on the beach near the Riviera for the 2018-2019 year. Stone would request temporary permits for Ice Castles and an inflatable summer water park with picnic tables and areas for families. Slavney had concerns regarding the possibility of an early thaw and a contingency plan; the inflatable water park with families walking around on the grass, tearing up the turf; erosion and sedimentation into the river; night lighting for both events; water park proximity to neighboring homes. Slavney stated in Wisconsin navigable waters belong to the people and cannot be fenced off and suggested they begin conversations with the DNR regarding the White River if the project gets a green light. Slavney referenced a concern with Waverly Street not being a public street for the entire length of the road as well as the logistics of the parking for this area. Hartz stated the next step is for staff to meet to determine what will be required. Hartz said submittals would be needed for a Concept Plan, General Development Plan and Precise Implementation Plan. The GDP and PIP will be Public Hearings.

Discussion regarding opening the annual plan amendment process in conjunction with the ten-year update of the City of Lake Geneva’s Comprehensive Plan.

Slavney explained the opening of the annual plan amendment process which will fold into the ten-year plan review, referencing the process timeline in the packet. Public notices would be in the newspaper about 6 weeks prior to the Joint City Council & Plan Commission Public Hearing and Adoption of the Comprehensive Plan on December 9th. Map Amendments would not take place in October this year but would be delayed until December due to the ten-year update. Slavney further explained the integrated process for the yearly plan amendment for Future Land Use Map and the ten-year update which allows the City Council and Plan Commission time to address current issues in the community. The Plan Commission acknowledges the nominations period has begun and will continue until July 31st.

Discussion/Action regarding recommendation for the Vandewalle and Associates feasibility analysis proposal dated June 11, 2019 to assist the City in preparing its vision for the future use of the Hillmoor Property.

Mayor Hartz spoke to Vandewalle & Associates about this Feasibility Analysis proposal to develop a future plan for the Hillmoor Property as the City of Lake Geneva. Slavney said it would help discover what the city wants to see, what the public will support, and put together a plan which depicts a future plan. Hartz said this analysis was initiated by the city separate from the owner. Slavney said it is an opportunity to create a vision for the city and incorporate it onto the Future Land Use Map which would be the plan for the property. Hartz reminded the Plan Commission the focus is on planning, not zoning. Gibbs asked for clarification on the labels: Rural Holding and Private Recreation. Attorney Draper stated Rural Holdings is the zoning designation and Private Recreation is the land use designation. Krajovic suggested more public input to capture the vision of the community. Further Plan Commission discussion followed.

Krajovic/Hartz motion to recommend to City Council to hire Vandewalle to complete tasks 1, 2, and 3 from their proposal, including the addition of section 3.15 to add a public input category and for a price not to exceed \$53,000. Roll Call: Hartz, Catlin, Esarco, Krajovic voting “yes.” Gibbs voting “no.” Motion carried.

Adjournment. Esarco/Gibbs motion to adjourn at 10:23 p.m. Motion carried unanimously.

/s/ Brenda Follensbee, Building & Zoning Administrative Assistant

THESE ARE NOT OFFICIAL MINUTES UNTIL APPROVED BY THE PLAN COMMISSION

Board of Park Commissioners' Minutes
Wednesday, June 26, 2019– 6:30pm
City Hall, Meeting Room 2A

Meeting Called to Order at 6:50 p.m.

Roll Call: Present: Mayor Tom Hartz, Park Board President: Ann Esarco, Park Board Commissioners: Barbara Philipps, Dave Quickel, Brian Olsen, Obdulia Alvarez.
Excused: Peggy Schneider, Meaghan Madden-Van Dyke

Aldermen Present: Alderman Straube, Alderman Dunn

Staff Present: Neil Waswo (DPW)

Public Present: Elizabeth Sanchez, Cynthia Perez, Mary Jo Fesenmeier, Dick Malmin

Introduction of New Board Member: Chairman Esarco welcomed and introduced Obdulia Alvarez to the Board.

Approval of Minutes from prior meeting: Motion by Phillipps to approve minutes of May 22, 2019 as presented, second by Quickel. Motion carried unanimously.

Acceptance of Board of Park Commissions Fund Report: Motion by Hartz to accept Finance Report as presented, second by Olsen. Mayor discussed that the \$15,000 committed to the Never Say Never program was kept in the Park Fund and not the Park Impact Fees. The result is that the new equipment needed for Vets Park would be unfunded. The Mayor will address the issue with the City Attorney and bring the idea back for the next meeting. Motion carried unanimously.

Comments from public limited items on the agenda. Comments shall be limited to 5 minutes:

Mary Jo Fesenmeier – referenced an advertisement that the Friends of Hillmoor placed in the Lake Geneva Regional News. The advertisement stated that the City should make Hillmoor into a park. She noted that this idea would be best for the City as a whole. She finished her presentation with, “Now the city needs to have the developer on board.”

Dick Malmin – referenced the Hummel Property and the lawsuit that resulted from the Comprehensive Plan designation. He called it Contract Zoning and that the City was sued for it. He further stated that the owner of Hillmoor did the same thing; sued the City and now the insurance company has made a deal with the developer and the result is contract zoning again. He further noted that the Park Plan has designated Hillmoor as a park.

Staff Report:

- Mosquito spraying will commence on June 27 weather dependent.
- Street Superintendent Waswo said that he would bring the 5-year Equipment Replacement Fund report to the Board next meeting.

- Habitat for Humanity meeting was postponed. Gary Dunham was unable to make the previously scheduled meeting.
- Waswo noted that the newly hired part time staff and that they have been a great asset to the department.

New Business

- Westgate Tot Lot – N. Waswo presented the pricing for the proposed new equipment which would total \$7,900. Motion by Quickel to approve the purchase of the noted equipment for a price not to exceed \$7,900, second by Phillips. Passed unanimously.
- Recycling in the parks discussion – Chairman Esarco asked if the Board wanted to consider recycling in the parks. N. Waswo suggested that it wouldn't work for the following reasons: high cost of special containers, doubling the labor cost because the work would double, and the users of the park would fill the recycling containers with garbage. Alderman Straube asked if other communities were successfully recycling in their parks. No decision was reached. The item will be placed on the next agenda for follow up.

Park Plan and Bicycle and Pedestrian Plan Implementation Process:

- Four Seasons – The Board discussed the Park Plan recommendation for Natural and Open Space Areas. For 4 Seasons, the plan recommended that the City should consider an archery range or other appropriate recreational facilities. The other appropriate recreational facilities discussed were cross country skiing, picnicking, wetland observation from board walks through the park, unsupported camping, drone launch ports. Of most concern was personal safety. The Board suggested more than one entrance and perhaps lighting. Lastly, more signage was recommended. In the bigger picture, as the Park Plan suggested, 4 Seasons could be a piece of a larger "Green Belt Corridor" around new growth to the south.
- Hillmoor Heights – disqualified because it is in Lyons Township and landlocked.
- Veterans Park – the Park Plan proposed that space should be reserved for additional playing fields rather than space consuming Special Use Facilities. The discussion was robust. A full size ice skating rink and pickle ball courts received good support. It was decided that Avi Mor from the YMCA should be invited to the next meeting to offer his perspective on scheduling Vets Park.
- Dunn Field – review new baseball diamonds. Ice Castles was discussed as the Plan Commission followed up on the plan.

Alderman Requests

- Amendment to Bicycle and Pedestrian Plan for additional bike paths along Wells. The discussion centered around the idea of the YMCA moving next to the state park. Perhaps water and sewer would be closer.
- Safe Routes to School funding application - Mayor reported that the school district would not support such a proposal. They invested too much time and money getting

children onto a bus. The program is a federally funded effort to identify and construct paths and walkways to school.

- Central/Dennison tennis courts – Alderman Straube stated that a system should be developed to prevent the gravel from the playground leaching onto the tennis courts.

Future meeting agenda items –

- Safe routes to schools (how close or far do students have to live from the school to ride the bus?)
- Funding projects for 4 Seasons.
- Veterans Park Ice Skating Rink and Pickle Ball Court
- Maple Park tennis courts
- Park finances – where should the \$15,000 funds reserved for Never Say Never live: Impact fees or Park fund? Mayor will speak to the City Attorney.
- A list of upcoming events coming to our parks.
- Printed agendas and minutes.

Motion by Hartz to adjourn the meeting, second by Quickel. The meeting adjourned at 8:32 pm

/s/ Mayor Hartz, Secretary of the Board of Park Commissioners

These minutes are not official until approved by the Board of Park Commissioners



LAKE GENEVA PUBLIC LIBRARY

MINUTES

Lake Geneva Public Library Board of Trustees Meeting
Thursday, June 13, 2019 5:00 pm
Smith Meeting Room, Lake Geneva Public Library

President Lyon called to order at 5:00 pm.

Present: Lyon, Oppenlander, Kundert, Henningfeld, Gramm, Dinan, Bartz, Kersten
Also Present: Library Director Kornak
Guests: none

Kundert/Oppenlander motion to approve the minutes of the previous meeting, passed unanimously.

Financial report by Kundert. Kundert reviewed budget and expenses to date. Finance committee recommended approval of expenditures for May of \$53,493.61 Dinan second, passed unanimously. Kundert review current investment policy. Lyon/Oppenlander moved to approve, passed unanimously. Visit Lake Geneva membership discussed at the cost of \$365 annually. Motion made to approve membership by Kundert/Bartz. Passed unanimously. WiFi Hot spots and Vidcode program discussed at \$2880 combined cost for one year. Kersten/Henningfeld motion to pass that expense. Passed unanimously. Camosy quote discussed for fixing water leak into Smith Meeting room. Kersten/Bartz motion to approve that expense. Passed unanimously. Voyager accounts discussed by Kundert.

President's report by Lyon. Discussed WI Trustee training week, the week of August 12th. In July we will discuss how to approach this training. Library Board Committee appointments discussed and committees formed. Those committees are:

- Finance, Building and Grounds (FBG) Committee - Kundert, Oppenlander, Lyon.
- Personnel Committee - Dinan, Halverson (chair), Gramm, Lyon.
- Public Information Committee - Kersten (chair), Halverson, Henningfeld.
- Strategic Planning Committee- Kersten, Gramm, Brookes, Bartz, Oppenlander, Halverson, Lyon (chair).

Strategic Planning Committee Chair, Lyon, discussed approach and planning for going forward with strategic plan and strategic planning committee.

Personnel Committee Report by Kornak. Kornak discussed the latest Personnel Committee meeting where future staffing models have been and will continue to be discussed.

Kornak provided directors report. Statistics for door count, circulation, new user registration are very encouraging. Youth programs are stable. Adult programs attendance is down.



LAKE GENEVA PUBLIC LIBRARY

Summer and Sunday hours trial was discussed. Sundays did not turn out the attendance that was expected and staffing considerations need to be considered. This topic should be put on August or September agenda. There is a new laptop circulation policy in the works. Kersten/Bartz move to approve the laptop policy with the modification of the public use laptop with restricted download/installation rights. Passed unanimously.

Kundert/Oppenlander motion to adjourn at 6:25 pm. Unanimously passed.

Lake Geneva Historic Preservation Commission Meeting Minutes

June 13, 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 May 9, 2019, Historic Preservation Commission Meeting.

Comments from the public and correspondence. None

Reports from the Geneva Lake Area Museum and Maple Park Homeowners. MPHA Block Party on Saturday, June 22, 2019. New Exhibit Open: Mapping the Past. Tuesdays @ Two: Ulysses & Julia Grant "A Strange Partnership"— July 23rd; Northwoodside Estate – July 30th.

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. Geneva Theater Actors Guild: They have ended their 2018-2019 season. City just talking about the upgrades that The Riviera needs. Need new Harbor Master to manage The Riviera. We want to promote our Walking Tour at the Conference. Grace will call Jim Draeger and others about this.

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 July 13th and July 27th—\$10.00 per person.

Review of recent bills, invoices and the current balance in the Historic Preservation Commission City 2019 Budget and discussion regarding proposed 2019 expenditures. So far this year we have spent \$2,459.45. The \$1,000 (Yaeger) was donated in April of 2018. Since we did not spend the funds in 2018, it was carried forward to 2019 as an "assigned" fund balance. We are authorized

to spend these funds, even though they are not in our current budget, etc. per email from Karen Hall, on 5/10. We need to start putting together our 2020 Budget Request Letter for August.

Update on Historic Preservation Design Review 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. Not moving the building. Mr. George wants to enlarge the enclosed porch. We have more clout to make comments and review the Historic Preservation Bi Laws than we thought. We passed a motion to have Joe De Rose (WAHPC) attend one of our meetings. Jackie will call to see if he can come. Lake Geneva is updating it's master plan, we should be involved in it. Tim will find out when the next meeting will be.

Follow-up regarding the Lake Geneva Historic Railroad Site, plaque dedication and memorial tree donation for Ed Yaeger, and future bench. Jackie will call Nancy and ask what they want to do.

Update regarding the creation of an Android version of our I-phone app of A Historic Lake Geneva Walking Tour and presentation to the Lake Geneva City Council at Committee of the Whole meeting on Monday, June 3, 2019. We attended the Committee of the Whole meeting on June 3rd and presented our Walking Tour app. Also Ken presented our Walking Tour phones at the Chamber of Commerce—Visit Lake Geneva meeting. Tim will find out from city why we cannot promote our walking tours with the Chamber unless we are members.

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 be held in the Fall.

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. Patrick is trying to set up a meeting at Dunn Lumber concerning the wall signs. Some historic signs need painting. Jackie's niece is an artist, could restore signs. Will show her around and get an estimate. Jackie suggested that we could advertise our I-phone and Android apps on our sign at the library.

Update from Patrick Quinn regarding draft copy of 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. Patrick will check the status of the nomination. We issued a check for \$580.00 to be sent to Gail Klein for phase 2 of 3.

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 7:45 P.M.

Respectfully submitted,

Louise M. Rayppy

AVIAN (BIRD) COMMITTEE
MONDAY, JUNE 10, 2019
5:00 PM CITY HALL, CONFERENCE ROOM 2A

1. Call to order by Chairman, Selena Proksa at 5:00 pm

2. Roll Call

Present: Chairperson Selena Proksa, Beverly Leonard, Sarah McConnell, Jill Rodriguez, Carol Zimmermann. Excused: Karen Gallo

NOTE: Zimmermann is still misspelled on the agenda and the website (2 n's at the end)

3. Approval of minutes from May 20, 2019 meeting as distributed

Moved by Rodriguez, second by Zimmermann, Vote: 5 yes, 0 no, 0 abstain

4. Comments from the public limited to 5 minutes

No members of the public were present

5. Discussion/Update Avian Budget Review

Review of expenditures to date, approximately \$1800, including those currently in process.

Discussion of billing against Alliant Energy and Tourism matching grant. Members will use the same invoice they have been using, but should note if the expenditure can be applied to the Tourism match or should be applied to the Alliant Energy Grant.

Action item: Leonard will price the poles and crank system needed for the Purple Martin gourds and the cost of 16 gage replacement cable for the Purple Martin houses (that meets manufacturer's specifications.)

Expenditures for Alliant Energy grant.

Action item: McConnell is working with a local vendor to purchase the packs and get them embroidered (contacting Alliant Energy for camera-ready logo art).

Action item: Gallo will work on purchasing bird identification cards or pamphlets and maps.

6. Discussion/Update Promotion of Upcoming Events

Rodriguez is lead on the June Library Event.

Working schedule for June 18

6:00 pm Committee members and speaker arrives

Set up Avian Committee and partners' table

6:30 to 7:00 -7:10 pm – Intro speaker – Rodriguez & main speaker presentation

7:00/7:10 to 7:20 pm - Q and A

7:10/7:20 to 7:30 pm – brief PowerPoint on Lake Geneva Purple Martin colony (McConnell and Zimmermann)

Children's program – winning student Ryan will come from the school to do the children's' program, coloring pages, and book

Wednesday, Jun 19 10:00, am Walking Tour

McConnell will lead

Committee arrives at 9:45 am

If foul weather, stay in the library and look out windows and explain nest-keeping

Action items: Avian Committee Table

Bring sample Gourd - McConnell

June to Sept Trifolds – Zimmermann will get 500 more copies

July to Sept Trifolds (new front, no June event) – Zimmermann will create and get 500 copies

July program flat information sheet – Zimmermann will create and get 100 copies

Shorter version of PowerPoint (computer and flash drive)- Zimmermann

Contact Lakeland Audubon – information for table and event info - Zimmermann

Contact Geneva Lake Conservancy – information for table and event info - Zimmermann

Visit Lake Geneva & Visitor Center – permission to put information there and get on events calendar -

Proksa – Thursday meeting

City Facebook page – information on events – Proksa

Library will put on their sign – Rodriguez

Resource sheet (house vendors) – Rodriguez

Desk copies of catalogs - Rodriguez

Information to Geneva Lake Museum – Rodriguez

Email/contact Bella Vista and Harbor Shores about hotels posting info – Rodriguez

Lake Geneva Regional News, Madison Audubon & Purple Martin Conservation Association – Rodriguez

Contact Public Radio – Leonard

Purple Martin Brochures - Leonard

7. Discussion/Update Permits for Swift Night Out

Food truck – Temporary use permit

\$60 charge

Possible vendors: Andrea – sweet tooth – ice cream & Franks – hot dogs

Action item: Proksa will fill out and do check request

May need to appear before the Planning Committee

8. Discussion/Recommendation of Future Agenda Items

July events – includes Library event, Simple’s Cookies for a Cause, Alliant Energy Bird Watching Kit launch & Bird City announcement

September event – Swift Night Out

Interpretive Sign

Purple Martin houses – status, cable replacement

Budget items – includes replacement cables and pole for gourds

New member candidates

9. Next Meeting: Monday, July 22, 2019 @ 5:00 PM

10. Adjourned at 5:58 pm – Moved by Zimmermann, second by Rodriguez, Vote: unanimous approval

TOURISM COMMISSION MINUTES

WEDNESDAY, JUNE 12, 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 call to order 4:00 pm

Roll Call: Carstensen, Waspi, Trione, Trilla, Ald. Hedlund, & Straube

Also Present: Administrator, Nord & Asst. City Clerk, Elder, VLG, Smolarek

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

Motion by Ald. Hedlund to move item 7 up by Hedlund, second by Waspi. Motion carried unanimously.

Keven Flemming spoke on behalf of the BID report. The Wine Walk event went well, tonight's Movie on the Beach has been moved to the theater due to rain, and the City Council passed 32 inches in-front of storefront businesses. Kevin didn't have the official report, but said that foot traffic was down in May i.e. 11,000 people last year on Memorial Day and this year it was 6,000 and believe it was weather related.

Approval of the Tourism Commission minutes from May 08, 2019

Motion by Waspi to edit last month's minutes to reflect the increased funding for the GLAS and approve, second by Straube. Motion carried unanimously.

Update on Awarded Tourism Grants Press Release from Chairman Carstensen & welcome new Tourism Commission Members, Dana Trilla & John Trione

Chairman Carstensen welcomed the new Tourism Commission members, and we'll be sending the press release that was in the packet so general public is aware of what the commission does.

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

Susan Smolarek shared the hotel report that has what was sourced from VLG. Starting Concerts in the Park tomorrow, and they had good media coverage for LG Restaurant Week and they're tallying votes for the charity check. VLG also hired a Marketing Director with 25 year's experience and it will be announce on Friday. VLG sponsor of Amerivespa purchased the street banners which are on display. Waspi questioned social media statistics and Tammie said once the marketing director is hired, better statistics will be available as the last year's stats are not accurate and should not be used in comparison to this year. Waspi has a document he created to look at on social media to see how social media is trending and he'll be meeting with Jen at VLG to review.

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

Kevin Flemming presented in the comments section.

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

Stephanie was unable to attend the meeting, and she's taken over temporary work on the Riviera until September. She's had eight to ten tours of the Riviera a week, all contracts for catering vendors are now in place, she has also confirmed five contracts with several bookings waiting for contracts. Showed the updated Riviera webpage on the CityofLakeGeneva website featuring the

new Riviera virtual tour, pictures, and wedding video. Stephanie will have the marketing budget update ready to present in July.

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

Group review the financials presented and Waspi asked to replace Lodging by the Lake with Meet at Lake Geneva in the grant recording section. Total unused funds \$165,902.43.

Discussion/Action regarding Riviera plans & funding

Alderman Doug Skates indicated that the Piers, & Lakefront Committee have been reaching out for input starting at Winterfest, online surveys, in person meetings, and staff input. He stated he will provide the report he has from MSI which will outline costs for various repairs to include the roof which cost is based on the materials used. Estimating total cost between 2 to 5 million.

Tammie asked what the intent or plan is to fund the Riviera moving forward, and Administrator Nord stated the goal would be for the Riviera to be self-funded. Waspi stated there's some confusion on flow of funding to municipality, development, and grants. Ald. Straube shared that she thinks it's a logical step for the city to ask the Tourism Commission to help fund the Riviera. Ald. Skates is aiming for August to obtain RFP's and September for contractor to be selected.

Discussion/Action on Tourism Promotion Grant Program and Requests:

- No grants submitted for this month

GLAS Star Party first event went well, but would like to see attendance increase. Next event is on June 27 with a theme of Black Holes, July 25th - 50th Anniversary of the Apollo Landing, and the August 29th is on new generation of space travel.

Agenda items and next meeting date July 10, 2019 at 4:00 pm

Stephanie Copsey to provide update (analytics & marketing budget)

Adjourn

Ald. Hedlund motioned to adjourn at 5:00 pm, second by Carstensen. Motion carried unanimously.

This is a meeting of the Tourism Commission.

No official City Council action will be taken; however, a quorum of the Council may be present.