



COMMITTEE OF THE WHOLE
MONDAY, AUGUST 3, 2015 – 6:30 PM
CITY HALL BUILDING, COUNCIL CHAMBERS

AGENDA

1. Council President Kupsik calls the meeting to order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Minutes from July 6, 2015 Committee of the Whole Meeting as distributed
5. 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.
6. **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 Kupsik
 - b. Personnel Committee, Alderman Hedlund
 - c. Public Works Committee, Alderman Kordus
 - d. Piers, Harbors, & Lakefront Committee, Alderman Wall
7. **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 & Wall
 - b. Tree Board, Alderman Kupsik
 - c. Police & Fire Commission, Alderman Gelting
 - d. Plan Commission, Alderman Kupsik

- e. Board of Park Commissioners, Alderman Kupsik
- f. Library Board, Alderman Hill
- g. Historic Preservation Commission, Alderman Chappell
- h. Cemetery Commission, Alderman Kordus
- i. Parking Commission, Alderman Gelting
- j. Communications Committee, Alderman Kordus
- k. Avian Committee, Alderman Wall

8. **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. Chamber of Commerce, Alderman Kordus
- b. Geneva Lake Museum, Alderman Chappell
- c. Lake Geneva Economic Development Corporation, Aldermen Gelting & Hedlund
- d. Geneva Lake Environmental Agency, Alderman Wall
- e. Geneva Lakes Family YMCA, Alderman Kupsik
- f. Geneva Lake Use Committee, Alderman Hill

9. 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.*

7/31/2015 9:50am

cc: Aldermen, Mayor, Administrator, Attorney, Media

**COMMITTEE OF THE WHOLE
MONDAY, JULY 6, 2015 - 6:30 PM
CITY HALL BUILDING, COUNCIL CHAMBERS**

Council President Kupsik called the meeting to order at 6:30 p.m.

Pledge of Allegiance led by Council President Kupsik.

Roll Call. Present: Aldermen Wall, Kordus, Hill, Gelting, Kupsik, Hedlund, Howell. Absent: Alderman Chappell.
Also present: City Administrator Oborn.

Wall/Kordus motion for approval of minutes from June 1, 2015 Committee of the Whole Meeting as distributed. Motion carried 7 to 0.

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

Charlene Klein, 817 Wisconsin St, spoke in opposition of the proposal to amend the City of Lake Geneva's comprehensive plan at 833 Wisconsin Street in the Maple Park National Historic District from its current status as part of a residential neighborhood.

Mark Immer, 821 Wisconsin St, spoke in opposition of the proposed parking lot.

James Wilson, 1120 Park Row, spoke regarding his displeasure with the City Council and Mayor as well as a number of items the Council has voted on.

Terry O'Neill, 954 George St, spoke regarding his displeasure with the way he feels the City government treats the residents of Lake Geneva.

Dick Malmin, N1991 South Lake Shore Dr, spoke on the clash between conservation and growth of the lake and the community.

Presentation on the Business Improvement District including event fees

Kevin Flemming gave an informational presentation on the history, operation, projects and events of the Business Improvement District. Tammy Carstensen spoke to clarify the difference between the Chamber of Commerce, the CVB and the BID.

Update from Community Action Inc. on fundraising

Beth Talon, Public Relations Manager for Community Action of Rock and Walworth Counties and Bob Geist, Twin Oaks Fundraising Committee Board Member, discussed upcoming activities to help people living in poverty in the surrounding communities as well as gave statistics of people living in poverty in the community.

Standing Committee Reports given:

Finance, License & Regulation Committee, Alderman Kupsik
Personnel Committee, Alderman Hedlund
Public Works Committee, Alderman Kordus
Piers, Harbors, & Lakefront Committee, Alderman Wall
Board of Review Committee, Alderman Gelting

Committee, Commission and Board Reports given:

Utility Commission, Aldermen Hedlund & Wall
Tree Board, Alderman Kupsik
Police & Fire Commission, Alderman Gelting
Plan Commission, Alderman Kupsik
Board of Park Commissioners, Alderman Kupsik
Library Board, Alderman Hill

Historic Preservation Commission, no report given
Cemetery Commission, Alderman Kordus
Parking Commission, Alderman Gelting
Communications Committee, Alderman Kordus
Avian Committee, Alderman Wall

Other Boards and Committee Reports given:

Chamber of Commerce, Alderman Kordus
Geneva Lake Museum, no report given
Lake Geneva Economic Development Corporation, Alderman Gelting & Hedlund
Geneva Lake Environmental Agency, Alderman Wall
Geneva Lakes Family YMCA, Alderman Kupsik
Geneva Lake Use Committee, Alderman Hill

Hill/Kordus motion to adjourn the meeting at 7:56 p.m. Motion carried 7 to 0.

/s/ Stephanie Gunderson, Assistant City Clerk

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

FINANCE, LICENSE & REGULATION COMMITTEE
MONDAY, JULY 13, 2015 – 6:00 PM
COUNCIL CHAMBERS, CITY HALL

Chairperson Kupsik called the meeting to order at 6:00 p.m.

Roll Call. Present: Aldermen Howell, Gelting, Kupsik, Kordus and Wall. Also Present: City Administrator Oborn, Comptroller Pollitt and Assistant City Clerk Gunderson.

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 to be limited to 5 minutes.

Mike Frazier, 444 Eugene Dr, spoke on behalf of the Lake Geneva Symphony Orchestra. Mr. Frazier requested the fees for the performance on August 2, 2015 be waived.

Approval of Minutes

Howell/Gelting motion to approve the Finance, License and Regulation Committee Meeting minutes of June 22, 2015, as prepared and distributed. Unanimously carried.

LICENSES & PERMITS

Park Reservation Permit application filed by Frank Staab for a graduation party at Cobb Park on July 18, 2015 from 11:00 am to 7:00 pm (recommended by the Board of Park Commissioners on July 1, 2015)

Gelting/Kordus motion to recommend approval. Unanimously carried.

Park Reservation Permit application filed by Mike Frazier on behalf of the Lake Geneva Symphony Orchestra to use Flat Iron Park and the Brunk Pavilion for a concert on August 2, 2015 from 1:30 pm to 4:30 pm (recommended by the Board of Park Commissioners on July 1, 2015)

Kordus/Gelting motion to recommend approval. Unanimously carried.

Alderman Howell questioned what the fees were and if the Park Board recommended waiving them. City Administrator Oborn stated they had not requested them to be waived.

Park Reservation Permit application filed by Jesus and Andrea Sanchez to use Flat Iron Park and the Brunk Pavilion for a wedding ceremony on August 15, 2015 from 7:00 am to 5:00 pm (recommended by the Board of Park Commissioners on July 1, 2015)

Gelting/Kordus motion to recommend approval. Unanimously carried.

Request for Temporary Extension of Licensed Premises filed by Chad Bittner on behalf of Next Door Pub & Pizzeria, 411 Interchange North, to include parking lot area behind the restaurant during the “Next Door Pub & Pizzeria 10 Year Anniversary Party” on Saturday, September 12, 2015 from 10:00 am to midnight

Howell/Wall motion to recommend approval. Unanimously carried.

Renewal “Class A”/Class “A” Liquor & Fermented Malt Beverage License application filed by New World Wine Inc d/b/a New World Wine Shop, 830 W. Main St, Unit I, Jerry Sibbing, Agent, contingent upon payment of all outstanding liabilities and delinquencies with the City of Lake Geneva and wholesaler invoices, and clearance of any Department of Revenue holds

Kordus/Gelting motion to recommend approval. Unanimously carried.

Original Class “B” / “Class C” Fermented Malt Beverage and Wine License application filed by Good Vibes LLC d/b/a Good Vibes, 234 Broad Street, Samantha Strenger, Agent, contingent upon payment of all outstanding liabilities and delinquencies with the City of Lake Geneva and wholesaler invoices, and clearance of any Department of Revenue holds

Kordus/Gelting motion to recommend approval. Unanimously carried.

Alcohol License Premises Extension application filed by Good Vibes LLC d/b/a Good Vibes, 234 Broad Street, Samantha Strenger, Agent, for sidewalk café area

Wall/Gelting motion to recommend approval. Unanimously carried.

Original 2015-2016 Operator's (Bartender) License application filed by Robyn Smith, Hayden Yakes, Riley Oman, Jeanette Cecce, and Misty Jurs

Kordus/Gelting motion to recommend approval. Unanimously carried.

Renewal 2015-2016 Operator's (Bartender) License applications filed by Christine Boelkow-Meye, Andrew Wisnowski, Jacquelyn Corpus, Scot Effenheim, and Lynette Bychowski, Morgan Tisa, Shannon McDonoug, Jessica Tesch, Ryan Lasch, and Athena Lorono

Wall/Kordus motion to recommend approval. Unanimously carried.

Renewal of Massage Establishment application filed by The Therapeutic Touch LLC, 601 W. Main Street

Gelting/Kordus motion to recommend approval. Unanimously carried.

Discussion/Action on contract with Labyrinth HealthCare Group for the PatientCare health benefit including the incentive program *(recommended by the Personnel Committee on July 2, 2015)*

Comptroller Pollitt stated this had gone to Personnel and was discussed when the health plan changes were discussed. PatientCare helps employees find the lowest cost diagnostic testing among other services. They are a patient advocate that also helps resolve disputed claims. They have an incentive program which incentivizes employees who choose the lower cost providers. The program would take effect on August 1. Alderman Gelting questioned how the city would pay for the service. City Administrator Oborn stated it is an added cost but will generate savings over time. Ms. Pollitt stated the cost is about \$4.50 per employee and would be paid for out of the Health Care Admin Fees account. Mr. Gelting asked how long the city would be locked in on the contract. Ms. Pollitt stated she believed it was a year. Mr. Oborn stated there is some flexibility to get out of the contract if necessary. He will continue to evaluate going fully insured versus self insured as there are pros and cons to both. He feels if staff becomes more educated and healthy, the rates will come down. Alderman Kupsik questioned if this issue would be revisited at the beginning of January. Mr. Oborn said they went with the flex so there are some options for changing in January but it is difficult to do. He will certainly evaluate it.

Kordus/Gelting motion to recommend approval. Unanimously carried.

Discussion/Action on payment in the amount of \$9,250 for services rendered by Springsted Inc *(recommended by the Personnel Committee on July 2, 2015)*

City Administrator Oborn stated the invoice is for \$14,175 and feels \$9,250 is a fair payment. It leaves them on the hook to provide all the services and then the remaining balance will be paid. It will be paid from contingency as the 2014 budgeted amount did not carry forward. Alderman Kordus asked if this amount includes the Utility Commission or if it is separate with an additional fee. Mr. Oborn stated the Utility Commission would be a separate fee as they were not part of the original proposal. Mr. Oborn stated given continuity it would make sense and there would be savings to stay with Springsted. Alderman Kupsik stated the payment is overdue and feels it is appropriate they get a partial payment. Alderman Wall will be voting no as he feels their work is way overdue. He is not in favor of this or Springsted doing the Utility Commission's portion of the study based on their past work habits. Mr. Kupsik said they did submit a portion of the study.

Alderman Gelting questioned how the city can use their research but say they have not done enough work to get payment. It seems contradictory. Mr. Wall is not against paying them once the city receives all the information and does not want to pay until that point. Mr. Kupsik believes most of the information has been received except for the Utility Commission. Mr. Oborn stated there are a number of components still incomplete on the study. The company has met the 50% requirement and feels it is warranted to pay them 50%. Mr. Oborn stated the city did receive a credit back but they spent the funds they have already received on travel. Mr. Wall asked if the two other cities in the study have paid in full. Mr. Oborn explained Elkhorn is ahead of us and Delavan is behind with regard to payment. The city is receiving a \$2,500 credit for all 3 municipalities participating. Mr. Kupsik stated it would be interesting to see where the ball was dropped in this study, whether it is on our end or theirs. Mr. Kupsik questioned if the city does decide to move forward with the Utility Commission, is it better to move forward with a new company or not.

Mr. Kordus questioned how \$9,250 is 50%. Mr. Oborn said he looked at the way the contract payments were drawn up. He took the base of \$15,050, divided it in half and added the \$1,500 for travel expenses to arrive at \$9,250, which he viewed as a progress payment. He noted their invoice did not follow their proposal. Mr. Kordus is wondering what is owed after the \$2,500 discount. Mr. Oborn replied the city received a credit because of the other municipalities' participation. Mr. Kordus wondered if a credit was given for the lack of work. Mr. Oborn stated that was the way it was attributed but saw differently when he looked through everything. Mr. Kordus would like to renegotiate with Springsted for a more reasonable amount. He is not happy with what was provided but they did provide some work.

Gelting/Howell motion to recommend approval. Motion carries 3 to 2 with Aldermen Wall and Kordus voting "no."

Discussion/Action on a 2% increase of the 2016 pay scale *(recommended by the Personnel Committee on July 2, 2015)*

City Administrator Oborn explained this is not a pay increase. It affects the bottom paid employees and is basically a cost of living adjustment. Once implemented, a policy will be decided upon to determine what level positions fall in.

Howell/Kordus motion to approve. Alderman Kordus stated the pay scale information received was stale enough that it already needs to be adjusted. Mr. Oborn explained the goal was to have this implemented already. Mr. Kordus asked for confirmation that this is not going across the board to all employees. Mr. Oborn stated this is for all of the people in the study. The lower ends are the only ones who are going to see a bump in this. Anyone in between the minimum and maximum will not be affected, only employees at the base minimum. The 2% brings the 13 people who are above the maximum to only 6. Mr. Kordus stated we are raising the minimum midpoint and maximum for the range. It has nothing to do with employees or jobs. The dollar amounts are being bumped up, which Mr. Oborn confirmed. Mr. Oborn will attempt to implement the pay scale in 2016. Mr. Kordus asked for confirmation that this is not being applied to anyone at this point. Mr. Oborn confirmed. Alderman Gelting added the numbers from the end of 2014 are what were used in the study. Unanimously carried.

Discussion/Action on installation of two additional non-motorized racks at the west end pier *(recommended by Piers, Harbors and Lakefront Committee on June 25, 2015)*

Kordus/Gelting motion to recommend approval. City Administrator Oborn stated there are about 18 people on the waiting list, and the additional racks would add 12 spots. They are nominal to build and the cost would come out of the rental fees. Mr. Oborn feels this is a good investment. Alderman Kordus stated the city would build the racks. Unanimously carried.

Presentation of Accounts

Purchase Orders. None.

Kordus/Wall motion to recommend approval of Prepaid Bills in the amount of \$25,401.20. Unanimously carried.

Kordus/Howell motion to recommend approval of Regular Bills in the amount of \$651,871.30. Unanimously carried.

Adjournment

Kordus/Gelting motion to adjourn at 6:39 p.m. Unanimously carried.

/s/ Stephanie Gunderson, Assistant City Clerk

THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE FINANCE, LICENSE & REGULATION COMMITTEE

FINANCE, LICENSE & REGULATION COMMITTEE
MONDAY, JULY 27, 2015 – 6:00 PM
COUNCIL CHAMBERS, CITY HALL

Chairperson Kupsik called the meeting to order at 6:10 p.m.

Roll Call. Present: Aldermen Howell, Kupsik, Kordus and Wall. Absent: Alderman Gelting. Also Present: City Administrator Oborn, Comptroller Pollitt and City Clerk Waswo

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 to be limited to 5 minutes.

Elizabeth Tumas, 1142 Cypress Point, Twin Lakes, WI, stated she is applying for a Class B license and will be purchasing Pop More Corks. She is requesting the council approve her application.

Approval of Minutes

Howell/Wall motion to approve the Finance, License and Regulation Committee Meeting minutes of July 13, 2015, as prepared and distributed. Motion carried 4 to 0.

LICENSES & PERMITS

Parade Permit Application filed by Russ Tronsen on behalf of Badger High School Student Council to use Wisconsin St., Broad St. and Wrigley Dr. for Badger High School Homecoming Parade on October 2, 2015 from 4:45 pm to 5:15 pm with request for waiver of fees

Kordus/Wall motion to recommend approval with waiver of fees. Motion carried 4 to 0.

Street Use Permit Application filed by Russ Tronsen on behalf of Badger High School Student Council to use Wisconsin St., Broad St. and Wrigley Dr. for Badger High School Homecoming Parade on October 2, 2015 from 4:45 pm to 5:15 pm with request for waiver of fees

Kordus/Howell motion to recommend approval to include a street use fee of \$40.00. Motion carried 4 to 0.

Original Class “B”/“Class B” Intoxicating Liquor and Fermented Malt Beverage License application filed by Mercedes or Bust LLC d/b/a The Bottle Shop, 617 West Main Street, Lake Geneva, Elizabeth Tumas, Agent, contingent upon payment of all outstanding liabilities and delinquencies with the City of Lake Geneva and wholesaler invoices, clearance of any Department of Revenue holds by all parties, and contingent upon Pop More Corks surrendering their license

Kordus/Wall motion to recommend approval. Motion carried 4 to 0.

Discussion/Recommendation on renewal of CD in the amount of \$310,866.67 plus interest, maturing on August 9, 2015 from Town Bank

Comptroller Pollitt recommended they leave it at Town Bank with a 6 month term to stagger the maturity dates.

Kordus/Wall motion to recommend approval of renewal at Town Bank at 0.20% interest rate for 6 months. Motion carried 4 to 0.

First Reading of Ordinance 15-07, amending Ambulance Service Transportation Fees (*recommendation by Police and Fire Commission on July 9, 2015*)

Discussion/Recommendation Resolution 15-R38, amending the Fire Department and Emergency Medical Services Fees (*recommendation by Police and Fire Commission on July 9, 2015*)

Alderman Kupsik stated there was so incorrect information and recommended continuing the item.

Kordus/Wall motion to continue to next meeting, August 10, 2015. Motion carried 4 to 0.

Discussion/Recommendation on Parking app proposal from Parkmobile (*recommendation by Parking Commission on July 15, 2015*)

Parking Manager Sylvia Mullally stated the Parking Commission discussed giving people another option to pay for parking. She stated this does not affect stickers or meters; this is another tool to pay for parking. She stated Milwaukee, Chicago and Fontana are already using a parking app. They looked at three companies and Parkmobile

was the choice of the Parking Commission. Alderman Wall asked if there would be any cost to the City. Ms. Mullally stated there is no cost to the City; the cost would be done through a user fee. Parkmobile provided two fee options. The first would be a 20 cent convenience fee with the City paying for the processing fee as is currently done with the current parking system. The second option is a 38 cent user fee and Parkmobile would be the merchant of record. She stated this would be a one year trial. City Administrator Oborn stated with the 20 cent option the City is still absorbing the other fees. However, there would be no cost to the City with option two. He stated that they were leaning toward the 20 cent option for the trial but could do either. Alderman Kordus asked what Parking Commission is recommending. Ms. Mullally stated they wanted to explore the merchant of record. However, she stated the goal is to make sure the system is safe and works with the City's current system.

Mr. Kordus asked if they are PCI certified. Ms. Mullally confirmed they are level one. He questioned if this would cover the merchant of record. Comptroller Pollitt stated the City already has a merchant of record for credit cards being accepted at the kiosks. She asked if the City wants a second merchant of record or will all of the City's credit card processing transfer over to this company. Ms. Pollitt suggested trying it for a year to see if they like it. To convert over a merchant of record, contracts are signed and bank information is given. Alderman Kordus asked if they would only be the merchant of record for the parking app or all of Lake Geneva. Ms. Mullally stated it would just be for the parking app. Mr. Kordus stated the question is does the City want to pay the user fee or pass it along to the user. It really isn't a security issue. Mr. Kordus wondered when switching the merchant of record, would the City have to switch over all of their business to them. Ms. Mullally clarified the proposal was for the app. Parkmobile did mention they could take over the Luke credit card processing but it is not in the proposal. Mr. Oborn stated this is a trial period, so there is not a long-term commitment.

Alderman Howell asked if Ms. Mullally saw anything negative with approving this. Ms. Mullally stated it is a trial period and if we find anything wrong we will move forward from there. Mr. Oborn stated we want to be really clear that this is supplemental so people do not have to have the app to pay. Mr. Howell stated there might be a little confusion at first administering the app but it should all be positive. Alderman Wall asked if there is any benefit to use option 1 versus option 2 to the City of Lake Geneva. Mr. Oborn explained currently the City is eating the amount for the transactions. The 20 cents is their cost to run the program. The spread is the amount we are absorbing already. The negative is the amount being 38 cents rather than 20 cents. Mr. Wall asked if it would be 20 cents per transaction by credit card. They will then charge the City 18 cents. Ms. Pollitt stated it depends on what type of card and how much is charged. Currently, a person cannot charge less than \$1.00. Parkmobile is going to charge 20 cents per swipe, so option 1 is recouping that money from the user. Ms. Mullally stated it would be hard to calculate that merchant of record cost or savings because we don't know how many people will use this yet. If we continue to see an increase in users, then maybe we will be able to see the savings.

Alderman Kordus asked if the extra 18 cents covers the credit card transaction fee. If the City doesn't pick them as merchant of record, the assumption is that the City will pay 18 cents per transaction. Mr. Kordus asked what the cost would be per transaction if the City does not pick them as merchant of record. He also questioned if it would be coming out of the parking fund. Comptroller Pollitt stated they would not have a merchant fee. All of the City's credit card processing at the Luke is about 6 cents per dollar. Alderman Kupsik stated this is a convenience. Mr. Kordus wanted to know what the difference was between the 18 cents and what is currently paid. The City is currently doing better on the transaction charge. Mr. Kupsik asked if the 50 cents and dollar payments would be discouraged with this system. Mr. Oborn stated there is a minimum. Mayor Connors stated it is just like an Ipass. When signing up, the user gives a credit card number, puts in an amount, and has a replenishment number. It subtracts off of the balance. Mayor Connors noted it is his understanding if the user would pay \$1.38, the City would net \$1.00. In theory, the City would net more money by using the app. It is called an open loop system, so it can be used in other places as well. Mr. Kupsik confirmed Ms. Mullally suggested using the 20 cent fee for a trial period to see how it works or if it is even worth looking in to. Mr. Wall asked which option would make the City of Lake Geneva the most money. Ms. Mullally stated the goal is to get the \$1.00 per hour. Mr. Wall said option 2 would be more beneficial. Ms. Mullally noted there are other fees as well. Ms. Pollitt explained as she understood it, the 38 cents and 20 cents is the transaction fee so technically 18 cents would be the charge to the consumer to process the card. If the City processes it, it is approximately 6 cents on a dollar. Ms. Pollitt stated her recommendation is to do the 20 cents to see if people use it and like it. It can always be changed. She does not see the sense of jumping into a merchant of record at this point if the City does not have to, which would be the more conservative route.

Alderman Kupsik asked if the City would be locked into a set time period. In his opinion, the 38 cents would be the best route. Mr. Kordus questioned if there was a set up fee. Mr. Kupsik requested these questions be looked into further with definitive answers for what would best fit the City of Lake Geneva. Mr. Kordus stated he is comfortable moving forward with the parking app.

Kordus/Wall motion to recommend approval of the 38 cent user fee with Parkmobile being merchant of record for the app for a one year trial period. Motion carried 4 to 0.

Presentation of Accounts

Purchase Orders. None.

Howell/Kordus motion to recommend approval of Prepaid Bills in the amount of \$9,583.25. Motion carried 4 to 0.

Kordus/Howell motion to recommend approval of Regular Bills in the amount of \$85,779.82. Motion carried 4 to 0.

Adjournment

Kordus/Howell motion to adjourn at 6:43 p.m. Unanimously carried.

/s/ Sabrina Waswo, City Clerk

THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE FINANCE, LICENSE & REGULATION COMMITTEE

SPECIAL PERSONNEL COMMITTEE MINUTES

THURSDAY, JULY 2, 2015 – 4:00 P.M.

CITY HALL, MEETING ROOM 2A

Meeting was called to order by Alderman Hedlund at 4:05 p.m.

Roll Call. Present: Alderman Hedlund, Chappell, Kupsik, and Wall. Alderman Hill arrived at 4:07 pm. Also Present: Mayor Connors, City Administrator Oborn, City Attorney Draper, Comptroller Pollitt, Police Chief Rasmussen, Lt. Gritzner, Director of Public Works Winkler, Cindy Borkhuis and City Clerk Waswo. Other in Attendance: Chris Schultz, Lake Geneva Regional News.

Comments from the public limited to 5 minutes.

Dan Winkler, Director of Public Works stated if the committee is including the Utility employees in the compensation study with the Utility paying for it, he requested they forward it to the Utility Commission for action.

Approval of Personnel Committee minutes for June 18, 2015, as prepared and distributed.

Wall/Chappell motion to approve. Unanimously carried.

Discussion/Recommendation on Compensation and Classification Study, including wage scale increase, adding Utility Commission employees to study and related steps for implementation

City Administrator Oborn presented the Compensation and Classification wage scale with increase options of 2% and 3%. As the scale will be implemented in 2016, he recommended the council choose one of the options to adjust for cost of living increases. The scale would be the baseline for implementation and reviewing job descriptions. Alderman Hill was concerned about using the wage study without employee input. Mr. Oborn stated the employee classifications are preliminary. When doing the actual grade evaluations, the committee can decide if they want to use Springsted's recommendation or not. The study allows the committee to use a pay scale or range as a baseline versus the current stagnant salary. Mr. Oborn will be speaking with department heads regarding employee classifications. He will then bring the information back to the committee for final approval.

Hill/Wall motion to recommend the 2% increase pay scale option for the 2016 pay scale. Unanimously carried.

Hill/Kupsik motion to include the Utility Commission in the compensation study to provide parity and transparency.

Mr. Oborn presented the proposal from Springsted to include the Utility Commission. Alderman Kupsik asked why the Utility Commission was not included in the first study. Ms. Hill stated they opted out. Mr. Kupsik questioned why they would opt out of the study. Director of Public Works Winkler stated the Utility Commission conducts their own evaluations every year. He stated as the commission is an independent arm of the City, it isn't important to them what they pay their employees relative to other City employees. What is important is what they pay their employees relative to another operator down the road. For that reason, they opted to not participate in the study. Mr. Kupsik said the City decided to do a compensation study for the entire City and was concerned as to why the Utility Commission would opt out as they are no different than the Police Department or any other department in the City. He stated he would feel more comfortable including the Utility. Alderman Chappell stated the City is working towards performance based raises and questioned if the Utility will do the same for their employees. Mr. Winkler stated he has not seen performance based raises being successful in the public sector as all wages are public record. Unanimously carried.

Discussion/Recommendation on approval of payment for services rendered by Springsted Inc.

City Administrator Oborn explained the pending items in regards to the study. He recommended paying \$9,250 for the delivery of the plan plus travel expenses. He spoke with Ann Antonsen regarding this amount and she agreed this was fair. He estimated a remaining balance of \$7,250; and stated the balance will give Springsted an incentive to complete the outstanding items. Ms. Hill questioned why they would pay for another contract for the Utility Commission to complete the study. Mr. Kupsik agreed as the study was supposed to be for all employees in the City of Lake Geneva. Springsted would still charge the City whether or not the Utility Commission stayed in or opted out of the study. Mr. Oborn stated he did not see the Utility Commission in the position numbers or the classifications. Ms. Hill commented the study was all-inclusive and if they have to submit additional monies due to Springsted to incorporate the Utility, the Utility better pay

for it. Mr. Oborn stated it appeared they were not included in the RFP, however, he will check in the agreement to see if they were specifically included or excluded.

Kupsik/Hill motion to recommend payment of \$9,250 to Springsted. Alderman Kupsik requested a copy of Springsted's contract be provided to the council. Alderman Hill questioned if the budget line item moved over from last year. Comptroller Pollitt stated it did not as they thought it would have been paid by the end of last year. The money would have to come from contingency through a budget resolution. Motion carried 3 to 2 with Alderman Wall and Chappell voting "no."

Discussion/Recommendation on approving agreement with Labyrinth HealthCare Group for the Patient Care health benefit and rewards program

Comptroller Pollitt explained the Patient Care program. She stated council spoke favorably of the program; however, there was never formal action on the item. If approved, the program will start August 1. The consultants have recommended they also adopt the incentive portion that rewards employees that go to a cheaper alternative. The employee would recoup 20% of the savings per event as taxable income on their paycheck. Ms. Pollitt stated the company is a health advocate. They help employees find a doctor, make appointments and provide assistance when a claim is not being paid. Ms. Pollitt stated it gives the employees someone they can call to help them navigate the health system. The cost is \$4.50 per employee with about 78 covered employees and retirees on the plan. Ms. Pollitt stated the company has said their data shows that the program pays for itself by the savings in the plan. Alderman Hill asked if this would be coming out of the same budget line item as the Stop Loss, which Ms. Pollitt confirmed.

Hill/Chappell motion to recommend approval of Patient Care with Labyrinth HealthCare Group including the incentive program contingent on City Attorney review and approval of the contract. Unanimously carried.

Closed Session

Hill/Chappell motion to go into Closed Session pursuant to Wis. Stat. 19.85 (1)(g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved and pursuant to Wis. Stat. 19.85(1)(e) for purposes of conducting other specified public business, whenever competitive bargaining reasons require a closed session concerning a Police Department Union grievance (City Attorney Draper) allowing Mayor Connors, City Attorney Draper, Comptroller Pollitt, and City Administrator Oborn to come into closed session.

Roll Call: Hedlund, Wall, Hill, Chappell and Kupsik voted "yes." Unanimously carried.

The Council entered into closed session at 4:55 p.m.

Return to Open Session

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

Roll Call: Hedlund, Wall, Hill, Chappell and Kupsik voted "yes." Unanimously carried.

The Council reconvened in open session at 5:08 p.m.

Hill/Wall motion to instruct City Attorney to proceed as discussed in closed session.

Roll Call: Hedlund, Wall, Hill, Chappell and Kupsik voted "yes." Unanimously carried.

Adjournment

Hill/Chappell motion to adjourn at 5:10 p.m. Unanimously carried.

/s/ Sabrina Waswo, City Clerk

THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE PERSONNEL COMMITTEE

PERSONNEL COMMITTEE MINUTES

THURSDAY, JULY 23, 2015 – 4:00 P.M.

CITY HALL, MEETING ROOM 2A

Meeting was called to order by Alderman Hedlund at 4:00 p.m.

Roll Call. Present: Alderman Hedlund, Chappell, Kupsik, and Wall. Arrived late: Alderman Hill. Also Present: City Administrator Oborn, Comptroller Pollitt, City Attorney Dan Draper and Mayor Connors. Others in Attendance: Chris Schultz, Lake Geneva Regional News.

Comments from the public limited to 5 minutes.

None.

Approval of Personnel Committee minutes for July 2, 2015, as prepared and distributed.

Wall/Chappell motion to approve. Unanimously carried.

Alderman Hill arrived at 4:02pm

Discussion and update on compensation study including addition of Utility Department

City Administrator Oborn explained the Utility Commission approved participating in the study for \$3,425. He stated he has the 4 position reviews done and will begin working on the appeals. The next step would be policy implementation and implementation in the budget. Mr. Oborn feels that the City is on target for January 1, 2016 implementation. Alderman Hedlund asked if the \$3,425 will be directly billed to the Utility Commission. Mr. Oborn confirmed it would.

Discussion/Recommendation on City Hall counter vacancy

Alderman Hill requested they have an exit interview with Ms. Klein before the conclusion of her final work day. Ms. Pollitt stated she would ask Ms. Klein.

Mayor Connors arrived at 4:10pm

City Administrator Oborn stated the job will be pretty much the same. It is the busy season so he would like the position filled as soon as possible. Comptroller Pollitt stated the plan is to interview a higher level person with bookkeeping and accounting experience. She would like to move some of the items that Lorraine is doing on to that position and give Lorraine some more of the items that Peg is working on. Peg noted she had spoken to Lorraine about perhaps taking on some of the HR items that she currently does. City Attorney Dan Draper suggested being careful because the restrictions on having Department Heads hire people is that it has to be within the budgetary constraints.

Kupsik/Wall motion to direct staff to hire a new Front Counter Clerk B. Unanimously carried.

Discussion/Recommendation on Public Works vacancy

Hill/Kupsik motion to instruct staff to move forward with the hiring of the vacancy in Public Works. Mr. Oborn stated that interviews are next Tuesday and Thursday. Unanimously carried.

Closed Session

Hill/Kupsik motion to go into Closed Session pursuant to Wis. Stat. 19.85 (1)(g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved and pursuant to Wis. Stat. 19.85(1)(e) for purposes of conducting other specified public business, whenever

competitive bargaining reasons require a closed session concerning Police Department pay and grievances (City Attorney Draper) and include staff and Mayor Connors.

Roll Call: Hedlund, Wall, Hill, Chappell and Kupsik voted “yes.” Unanimously carried.

The Council entered into closed session at 4:18 p.m.

Return to Open Session

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

Roll Call: Hedlund, Wall, Hill, Chappell and Kupsik voted “yes.” Unanimously carried.

The Council reconvened in open session at 5:31 p.m.

Hill/Wall motion to direct staff to take action as discussed in closed session.

Roll Call: Hedlund, Wall, Hill, Chappell and Kupsik voted “yes.” Unanimously carried.

Adjournment

Hill/Chappell motion to adjourn at 4:35 p.m. Unanimously carried.

/s/ Stephanie Gunderson, Assistant City Clerk

THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE PERSONNEL COMMITTEE

PIERS, HARBORS & LAKEFRONT COMMITTEE
THURSDAY, JULY 23, 2015 AT 6:00 P.M.
CITY HALL, CONFERENCE ROOM 2A

The meeting was called to order by Chairman Wall at 6:00 p.m.

Roll Call. Present: Aldermen Hedlund, Wall, Kordus, Chappell and Hill. Also Present: City Administrator Oborn, Harbormaster Gray, Mayor Connors

Approval of Minutes from June 25, 2015 as distributed.

Kordus/Hedlund motion to approve. Motion carried unanimously.

Comments from the public limited to 5 minutes.

Ken Martzke, Owner of Lake Geneva Boat Line, spoke on the state of his pier. Mr. Martzke feels it is in a state of disrepair. He was hoping to have the pier replaced.

Mike McHale, spoke on behalf of Nina's Popcorn about the issues he has been having with other tenants at the Riviera.

Vivian Smith, Owner of Accessories for Less, stated she received a letter regarding occurring at the Riviera. Ms. Smith noted she has not been a part of these issues and would not like to be brought into it just because she is operating in the same building.

Iwona Gogolewski, Owner of the Riviera Beach Shop, explained she was dumbfounded by the letter she received. She stated she is not a part of the ongoing issues between other tenants at the Riviera.

Sarah Hill, 1024 George Street, explained her comments at the last meeting were made as a member of the public, not as an Alderman. Ms. Hill stated she has no interest in getting into an ongoing debate on the issue of what is happening between the tenants at the Riviera. She clarified all leases are two year leases, so there is no long-term commitment made.

Sal Kaniuk, N6818 Daisy Road, Elkhorn, WI, discussed his displeasure with one of the tenants at the Riviera.

Therese Poetzing, Owner of Nina's Popcorn, discussed her frustration with the situation between the tenants at the Riviera.

Harbormaster's Report

Harbormaster Chuck Gray noted beach revenue has been low; although, the 4th of July was the second best day for revenue in beach history. Due to where Labor Day falls, the season will have an extra week. Mr. Gray stated weather permitting, he is optimistic they can make up the revenue. Alderman Hill asked City Administrator Oborn if there is a resolution to the recent customer service complaints. Mr. Oborn stated it has been discussed and the issues will continue to be worked on.

Discussion/Recommendation on installation of signage at the west pier stating that dogs must remain on leashes

Alderman Chappell stated there has been concern about wet dogs on the pier. People let their dogs jump off the pier and run back which makes it wet and people have been slipping. It is recommended there been a sign on the entrance to the pier that relates to the pier rather than the current sign that states that dogs must be leashed when they are outside of the water. Alderman Wall read a previous ordinance stating owners shall be responsible for the control of their dogs at all times the dog is off its leash and is in a designated swim area.

Dog owners and dogs shall yield to all people utilizing the ramps for their dinghies and kayaks and yield to water crafts accessing or exiting the lake through the designated dog swim areas. Alderman Kordus stated he does not have a problem with putting up another sign. He feels it should already be clear they need to be on a leash outside of the water. Alderman Hill thanked the Mayor for finding the existing resolution. She stated she is not sure the signage will actually be followed, and thinks the existing signage is sufficient.

Chappell motioned to install a sign stating dogs must remain on leashes while on the pier. Motion failed due to lack of second.

Discussion/Recommendation on rates for the Riviera Ballroom

Harbormaster Gray provided information regarding other wedding venues in the area. The Riviera's rates are within the same range for most of the competition. The current Riviera rental rate is \$1,500 for a resident on the weekend and \$2,000 for a non-resident on the weekend. The weekday (Monday through Thursday/non-holiday) rate is \$500 regardless of residency. The non-profit rate is \$400, which includes weekends during the off season. Mr. Gray explained how the preferred vendor list works. The list contains caterers, bar service providers and rental companies. Ms. Hill asked if insurance and liability or servers licenses are needed. Mr. Gray stated server licenses are not needed as the alcohol is not served, it is given away. Alderman Hedlund asked when the last time the rate had been increased. Mr. Gray explained it was in 2008. Ms. Hill feels the Riviera should be supporting itself with regard to maintenance and upkeep. It pays for itself. She asked how the City will move forward to make sure the venue remains self-sustaining and that the monies will go back into supporting that. She wants to justify the rate increase. Mr. Oborn explained the funds all go into the Lakefront Fund.

Kordus/Hill motion to raise the rates across the board for private rentals by \$500 effective January 1, 2016. Alderman Hedlund feels the rates should be raised more. Mr. Oborn suggested recommending rates for 2016 and 2017. Alderman Chappell asked if the reservations for 2016 will be excluded from the price change. Alderman Kordus stated they are already under contract. Unanimously carried.

Hill/Hedlund motion an amendment to raise the fee to \$2,500 for resident weekend and \$3,000 non-resident weekend effective immediately for new Riviera bookings. Unanimously carried.

Discussion of agenda items for next meeting

Alderman Hedlund would like to discuss Mr. Martzke's issues with his pier. Alderman Wall added he would like to discuss maintenance issues. Mayor Connors added staff should look at all of the piers, not just one. He also suggested reviewing the leases for the Riviera.

Adjournment

Hill/Hedlund motion to adjourn at 6:51 p.m. Motion carried unanimously.

/s/ Stephanie Gunderson, Assistant City Clerk

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

SECRETARY'S MINUTES

NAME-----Lake Geneva Utility Commission
MINUTES-----Regular Meeting
PLACE-----Lake Geneva Utility Commission
DATE-----July 16, 2015
TIME-----4:00 P.M.

Regular monthly meeting of the Lake Geneva Utility Commission held at the Lake Geneva Utility Commission, 361 W. Main Street, Lake Geneva, WI.

Regular monthly meeting was called to order by Pres. Brellenthin at 4:00 P.M.

Members present: Pres. Brellenthin, Dennis Lyon, Ann Esarco, Mayor Connors, Ald. Jeff Wall & Ald. Rich Hedlund.

Motion by Ald. Hedlund to approve the minutes of the previous meeting as presented, seconded by Dennis Lyon. Passed 6-0.

Communications:

None.

Water & Sewer Agenda Items:

1. Rate Case Application, Pat Romanesko

Explanations – Increases in water rates were discussed with implementation over a two year period. Half of the increase would take place in 2016 would realize one half of increase, and the other half in 2017. Why now? ROR rate of return has been good. We haven't had an increase in 25 years because the utility has paid off debt – running a negative rate of return now, also lost interest income revenue, want to be proactive. We are the longest running state utility without a rate increase and also low rates compared to other state utilities. PSC provides suggestions on how to allocate a rate increase among user groups. Explanation of application in its draft form. Public Fire Protection service of \$230,000 currently is charged thru real estate taxes. Can be charged thru water bill (usage). Future rate increases of 3% per year for a three year period can be approved by the PSC on an abbreviated rate increase request. What percent do we want to increase? What water main loops/lines need to be replaced? Do we have the funds? Motion by Ann Esarco to increase water percent by 36% provided that any subsequent wastewater rates are not increased by more than 36% over the next two years, seconded by Burly. Director Winkler provided information on what half of a 30% increase to water meant (\$7/quarter for a typical residential water bill in 2016). The motion passed 5-1 with Ald. Wall voting no.

2. 2014 Audit – Final Approval

A motion was made by Dennis Lyon to approve the audit, seconded by Ald. Hedlund. Passed 6-0.

3. City Classification & Compensation Study Price From Springsted to Include Utility Commission Employees
Motion by Burlly to pay \$3,425 towards compensation and classification study. Passed 5-1 with Ald. Wall voting no.
4. Replacement Vehicle with 2016 - Water
Going with a 2015 model because of the pricing of the 2016 model. Better wheel base, higher roof clearance, better gas mileage and door configuration. Price is \$21,740.00 plus \$3,000.00 for the customization to be done by Northland Equipment. A motion was made by Ann Esarco to purchase the 2015 Ford Transit Connect from Lake Geneva Ford for \$21,740.00 plus \$3,000 customization form Northland Equipment for a total cost of \$24,740.00, seconded by Ald. Wall. Passed 6-0.
5. Roof Replacement, Wellhouses & Garage - Water
A motion was made by Dennis Lyon to hire Roof Doctor for roof replacement on four buildings at a total cost of \$8,950, seconded by Ald. Hedlund. Passed 6-0.

Director's Report:

1. WWTF Candidate Selection
Director Winkler reported the hire of Derek Furger.

2. Financials Update

<u>Water</u>		<u>Sewer</u>	
EOM Cash Position	\$ 1,169,000	EOM Cash Position	\$2,329,000
Project Commitments	\$ 32,000	Project Commitments	\$ 80,000
Upcoming Projects	\$ -TBD-	Upcoming Projects	\$ -TBD-

Motion by Dennis Lyon to approve the financials as presented, 2nd Ald. Hedlund. Passed 6-0.

Review and Payment of Bills:

Motion by Mayor Connors to approve the bills as presented, seconded by Ald. Hedlund. Passed 6-0.

Next meeting is scheduled for August 12, 2015, at 4:00 P.M.

Adjourn:

Motion by Mayor Connors to adjourn the meeting, seconded by Ald. Hedlund. Passed 6-0.

Meeting adjourned at 5:36P.M.



Secretary

CLB 07/17/15

Lake Geneva Tree Board Minutes Meeting 24 Jun 2015

- I.) 6:17PM Candy Kirchberg called the meeting to order, Bob 2nd
- II.) Attendance:
 - Joe Esposito - present
 - Al Kupsik - excused
 - Dan Andresen - present
 - George Trupis - excused
 - Bob Flemming - present
 - Clara Jacobs - excused
 - Candy Kirchberg - present
 - John Foster - present

- quorum not met -
- III.) Could not approve minutes from May 27, 2015 meeting due to no quorum
- IV.) No comments from public
- V.) No Park Board Report
- VI.) Jon presented list of approximately 60 trees including Ash Trees that will continue to be removed. Spring planted trees that have shown not to be viable will also be replaced in Fall planting. As discussed at May 27th meeting this is the benefit of Spring planting.

Discussion also included the fact that city tree life is not very long due to Urban stress

Joe inquired about renting city equipment to aid in inoculating city resident privately owned Ash Trees. The pesticide used to inoculate must be administered by a licensed and certified applicator of which Jon is for the city but not privately. Dan brought up the fact that the Ash Borer has reached the Twin Cities now.
- VII.) No new business
- VIII.) Dale Buetler, sign design specialist, attended meeting and volunteered to become the Tree Board liaison with Signs of the Times in Delavan to create and bid on Tree ID tags for trees in Library Park as well as some in Flat Iron Park. He brought samples of substrates and discussion continued on design, size, location and application of tags. Dale will attend and present options during next meeting.
- IX.) Next meeting set for July 22nd 6:00PM

X.) Candy motioned meeting to adjourn and Dan 2nd. Meeting adjourned at 7:27PM

**LAKE GENEVA POLICE AND FIRE COMMISSION
MEETING AGENDA
THURSDAY JULY 9, 2015, AT 7:00 P.M.**

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

1. Call meeting to order.

Meeting was called to order by Commissioner Hartz at 6:59 p.m.

2. Pledge of Allegiance.

The Pledge of Allegiance was led by Commissioner Jordan.

3. Roll call

Commissioners Bittner, Pollard, Jordan and Hartz were present. Commissioner Gramm arrived at 7:03 p.m. Police and Fire Commission Liaison Gelting was present.

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

5. Acknowledge correspondence - NONE.

6. Welcome new Police and Fire Commissioner Dennis Jordan.

Commissioner Hartz welcomed newly appointed Commissioner Jordan.

7. Approval of regular meeting minutes from June 4, 2015.

Bittner motioned to approve the minutes from June 4, 2015. Pollard seconded. Motioned carried 3-0. Gramm was not present at the meeting at this time and Jordan abstained.

8. History of Police and Fire Commission

Administrative Assistant Papenfus handed out a packet regarding the Police and Fire Commission history and gave a brief history about the information.

9. PFC Workshop-November 6, 2015 at Wilderness Resort, Wisconsin Dells.

There will be a PFC workshop held on November 6, 2015 in the Wisconsin Dells. More information will follow.

10. Police Department Business:

a. Approval of bills for the Month of June 2015, operating in the amount of \$195,960.47, for a total of \$195,960.47.

Pollard motioned to approve the bills for the month of June 2015, Bittner seconded. Roll call: Bittner –Y, Gramm – Y, Pollard – Y, Jordan – Y, Hartz –Y. Motion carried 5-0.

Bittner noted the fuel line item was way down. Chief Rasmussen said there is a new system in place and the bills may be two months behind because of the switch. Bittner also wondered what the * by the revised fiscal year budget column in Account #41-21-00-1401 PD 911 System meant. Chief Rasmussen will get the information for the next meeting.

b. 2014 Final Police Revenue and Expense Report.

The final police budget expenditures were 97%, slightly under budget. Hartz asked in retrospect would the department change anything for next year's budget. Chief Rasmussen said no changes would have been made but the department will look fully at costs in the next year's budget with yearly comparisons. Chief Rasmussen was pleased with the budget and also noted that the overtime budget was 67%. This was in part due to the option of comp time for the officers.

c. 2014 City Audit – Police Department.

The only issue for the police department was the handling of departmental invoices. City Hall will now be sending out the invoices so they can be tracked better.

d. Discussion on Wage study.

The Wage study is going to be returned to the company for more corrections. Personnel did accept a rating system that was recommended by the study. Performance raises were suggested and this may create some issues with nonunion employees because wages are open to the public and the performance based issues would also be open to the public. Hartz noted that the PFC cannot give recommendation on pay. Some discussion was made on how difficult it is to base pay solely on job performance.

e. Update on Tavern Training.

An educational training was done on June 8, 2015 for establishments with liquor licenses. Although attendance was low, it was a good start to building communication with local businesses.

f. Revisions on Lexipol Policy 802.

There was a slight wording revision to the wording in Lexipol Policy 802. Gramm motioned to approve the revision to Policy 802, Bittner seconded. Motion carried 5-0. Chief Rasmussen asked if it was alright to donate 26 bikes to the high school for use in their welding shop, as was done in the past. Most of the bikes are abandoned property. Gramm noted that the high school has used the bikes in the past to build vehicles and have a competition at the end of the year. She thought it was a good idea to continue to donate the bikes to the high school. All commission members agreed.

g. Citizen Services Update.

The new Citizen Service Program is up and running. A pamphlet and press release has been handed out to the community as well as information posted on the Department's Facebook page. The program was to be started in January and we will get credit from the account for the late start date.

h. Payroll Grievance.

The Lake Geneva Police Association filed a payroll grievance on June 17, 2015 regarding a payroll issue. The grievance was rejected by the Personnel Committee. The two sides are meeting to discuss a resolution of the grievance.

i. Leave of Absence request from Reserve Officer Ricky Ecklund.

Gramm motioned to accept the Leave of Absence for Reserve Officer Ricky Ecklund with regret. Pollard seconded. Motion carried 5-0.

j. 4th of July weekend Report.

There were a lot of people in the area for the 4th of July weekend but few major incidents. Two officers were stationed at the State Park along with two to three rangers. Both the water and park areas were busy. Bittner asked why the department had to cover the State Park as well and Chief Rasmussen said the State Park is located within the city limits so the Department receives all the calls. There were approximately 320 calls for the weekend not including minor violations including grilling in the park, etc. that the reserve officers enforce.

k. Monthly reports.

2015 Dispatch activity for June: Telephone calls-3,780	911 Calls- 250	Window assists- 853
2014 Dispatch activity for June: Telephone calls-4,398	911 Calls-278	Window assists- 936
2015 Patrol activity for June: Calls for service-1,693	Arrests- 213	
2014 Patrol activity for June: Calls for service-1,960	Arrests- 210	

Commissioner Hartz also requested a report for calls to the taverns downtown and the department is currently looking for an accurate report.

l. Items to be forwarded to City Council.

Reports and Citizen Services Program. The City Clerk already has the Citizen Services Program.

11. Fire Department Business:

a. Approval of bills for the Month of June 2015, operating in the amount of \$47,536.46, for a total of \$47,536.46.

Pollard motioned to approve the bills for June 2015, Gramm seconded. No discussion.

Roll call: Bittner -Y, Gramm - Y, Pollard - Y, Jordan - Y, Hartz -Y. Motion carried 5-0.

b. EMS Medical Billing Contract renewal.

Chief Connelly met with Eric Kiefer and Hartz regarding the contract items. A copy of the contract has been presented to City Attorney Draper. Chief Connelly explained the changes. The old contract is maintained until a new one is signed. The Commission agreed the contract could be addressed and renewed at the August meeting.

c. Update fee schedule.

Jordan approved the updated fee scheduled. Gramm seconded. Motioned carried 5-0.

Chief Connelly requested rate from originally set from 2008 and 2011. The increase is due to extra costs for training, supplies, and various other costs. Currently the City of Lake Geneva has the lowest medical costs in Walworth County. Lieutenant Detkowski compared the costs with Elkhorn. This will impact private pay or private insurance. Bittner noted some of these increased expenses may cover the costs approved last month for extra personnel.

d. Water Tower (Station #2) Agreement with water utility.

No prior agreement was found. If a new agreement is proposed changes will be made to the contract and the Utilities department will ask for some sort of cost reimbursement. Hartz feels that something should be put in writing for the future. Pollard suggested a Memo of Understanding between the two departments.

e. Town of Geneva Emergency Services Contract.

There will be a meeting on July 20, 2015 at 8:00 a.m. at the Fire Department to discuss the contract. Joe Kopecky and Mike Mumford from the Town of Geneva will be present. Any commission members are welcome to attend.

f. Approval of hiring list.

Jordan motioned to approve the Lake Geneva Fire Department Candidate List. Gramm seconded. Motion carried 5-0. Hartz wondered if the hiring was due to the additional hours added on the weekend. Chief Connelly said the hiring was due in part to the extra weekend hours and to help out his current employees. He hopes to add them into the rotation as soon as possible.

g. Fire department training bus –Larry’s Towing.

The initial check for the training bus was \$1,033.60 and then Larry’s Towing was paid. The remaining money was added into the Fire Department donation fund.

h. Cell phone number request from June PFC meeting.

Chief Connelly gave the Commission listed the Fire Department Phone numbers and their assigned users.

i. Donation for technical rescue equipment from Farm City Elevator.

Pollard motioned to accept the donation. Jordan seconded. Motion carried 5-0.

Farm City Elevator donated technical rescue equipment to help cover their facility in case of an emergency. The Fire Department would service their calls and the department did not have the proper apparatus for rescues.

j. Monthly EMS Medical Billing/Stark Reports.

Gramm noted the accounts receivable is growing and the aging accounts are under 6%.

k. Monthly Fire Department Activity Report.

The transport numbers continue to grow. The Fire Department is covering more than half the calls. The inspections were higher this month. Inspections are done two times a year.

l. Monthly Paratech Report. No Discussion.

m. Thank you cards/letters. Two thank you notes were received. One from the City of Burlington for assisting with the Nestles fire and one from Mercy Health Care for training.

n. Items to be forwarded to City Council.

Monthly report

Updated fee schedule, City Attorney will draft a resolution.

12. Agenda items for the next regular meeting August 6, 2015.

Medical billing contract renewal

Town of Geneva Emergency Services Contract

Water Tower-Memo of Understanding

Fire Ordinance Review

13. Adjourn.

Bittner motioned to adjourn the meeting. Pollard seconded. Motion carried 5-0. Meeting adjourned at 8:22 p.m.

Respectfully submitted,



Cindy Papenfus
Administrative Assistant

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

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

**CITY OF LAKE GENEVA
PLAN COMMISSION MEETING**

**MONDAY, JULY 20, 2015 - 6:30 PM
COUNCIL CHAMBERS, CITY HALL**

Minutes

1. Meeting called to order by Mayor Connors at 6:30 pm.

2. Roll Call

Present: John Gibbs, Doug Skates, Sarah Adams, Tyler Frederick

Also Present: Planner Mike Slavney, Atty. Dan Draper, Mayor Connors, Inspector Robers, Assistant Gregoles

Not Present: Al Kupsik, Cindy Flower

3. Approve Minutes of June 15, 2015 Plan Commission meeting as distributed.

MOTION #1

Skates/Gibbs moved to approve the minutes of June 15, 2015 Plan Commission meeting as distributed.

The motion carried unanimously.

4. 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 five (5) minutes.

PUBLIC SPEAKER #1 – Mark Emmer - 821 Wisconsin Street, LG

RE Item #10 / Gave a handout map titled "170 Available Spaces"

Emmer gave some alternative suggestions for school staff parking rather than spending excessive funds on creating the proposed parking lot for only 30 spaces.

1. He suggested that 80-85 parking spaces from the surrounding streets and neighborhoods should be allocated for the school staff during school hours.
2. Turn the green area of Maple Park into additional parking lot space.

PUBLIC SPEAKER #2 – Maureen Marks - 834 Dodge Street, LG

Re Item #10

Marks feels the City is rushing and getting ahead of itself and has concerns about the proposed parking lot.

She would like to know how the Conceptual Design can be discussed when the zoning change has not yet been approved. She mentioned limited congestion times at the school are only about 4 times a day for only 10-15 minutes each. As a Historic district she feels that adding a parking lot is not preserving the city. In addition, she is also concerned that utilities were already measured out 10 days ago and how can they do that before anything has been approved.

PUBLIC SPEAKER #3 – Charlene Klein - 817 Wisconsin Street, LG

Re Item #10 – Gave two handouts (Nat'l Register of Historic Places & Zoning Laws)

Klein respectfully request reconsideration of this proposed parking lot. She noted that the location is zoned SR-4 which is single family residential and the residents in the neighborhood would like it to remain as such. They have concerns that it will devalue the homes around it and increase noise and congestion.

PUBLIC SPEAKER #4 – Virgil Watke - 3954 Elkhorn Road (4 unit Apt Bldg owner)

Item #10

As a property owner and landlord he stated that his renters have concerns regarding what to expect in the future and feels that another parking lot will take away from the neighborhood.

PUBLIC SPEAKER #5 – Terry O’Neill - 954 George Street, LG

Re Item #10

O’Neill feels that the parking lot is being requested by the School Board on behalf of an Absentee Landlord. He gave a list of 10 items that cannot be met. He has many concerns regarding the proposed parking lot including safety issues.

5. Acknowledgment of Correspondence – None

6. Downtown Design Review.

- A. Application by LuRae Bruzan for It’s a Chic Thing, 706 Geneva Street, Lake Geneva, WI 53147 for a new exterior sign at the storefront at Tax Key No. ZOP 00259.**

DISCUSSION

Inspector Robers gave brief overview of sign details.

MOTION #2

Skates/Adams moved to approve the application by LuRae Bruzan for It’s a Chic Thing, 706 Geneva Street, Lake Geneva, WI 53147 for a new exterior sign at the storefront at Tax Key No. ZOP 00259. The motion carried unanimously.

- B. Application by Robyn Scott for Popcorn Peddlers, 233 Broad Street, Lake Geneva, WI 53147 for a new exterior sign at the storefront at Tax Key No. ZA110300001.**

DISCUSSION

Inspector Robers gave brief overview of sign details.

MOTION #3

Mayor Connors/Gibbs moved to approve the application by Robyn Scott for Popcorn Peddlers, 233 Broad Street, Lake Geneva, WI 53147 for a new exterior sign at the storefront at Tax Key No. ZA110300001. The motion carried unanimously.

7. Public Hearing and recommendation on a Conditional Use Application filed by Scott DeParvine & Ashlee Box agents for Mariane E Weigley, 38137 N. Bolton Place, Antioch, IL 60002, to construct a Single Family Residence using the SR-4 Zoning requirements in an Estate Residential Zoning District (ER-1) located at a vacant lot on Pine Tree Lane, Tax Key No. ZSY 00025.

DISCUSSION

Scott DeParvine & Ashlee Box (agents) 38137 N. Bolton Place, Antioch, IL 60002

They gave a brief overview of the details regarding changing the house plan to further accommodate the setbacks. There was a brief discussion amongst the Commission and Planner Slavney to clarify those details.

PUBLIC SPEAKER #1 – Joe Cartiff – 725 Pine Tree Lane, LG

Cartiff stated that he approves of what the applicant is trying to do and would encourage the Commission to pass it. Cartiff asked if they would have to come back to make any future changes and Planner Slavney confirmed that yes they would need to come back for approval. Cartiff also requested that they try to save the old oak tree on the property.

MOTION #3

Skates/Gibbs moved to close the public hearing. Motion carried unanimously.

DISCUSSION

Commission discussed and clarified details of how to adjust the plans to accommodate and protect the old oak tree.

MOTION #4

Skates/Gibbs moved to approve the recommendation on a Conditional Use Application filed by Scott DeParvine & Ashlee Box agents for Mariane E Weigley, 38137 N. Bolton Place, Antioch, IL 60002, to construct a Single Family Residence using the SR-4 Zoning requirements in an Estate Residential Zoning District (ER-1) located at a vacant lot on Pine Tree Lane, Tax Key No. ZSY 00025, including the requirement to work with staff to shift the house left or right in an effort to preserve the tree and to include the location of the tree on the survey.

The motion carried unanimously.

Mayor Connors/Skates moved to amend (#1) the motion to shift the home east or west as needed and as reasonably agreed by staff and the home owners, to protect the old oak tree. The motion carried unanimously.

Mayor Connors/Adams moved to amend (#2) the motion to recommend that they amend the survey to show the old oak tree. The motion carried unanimously.

- 8. Public Hearing and recommendation on a Precise Implement Plan (PIP) Amendment for Symphony Bay Development (formally Southwind Farms) by Orleans Homes, 1834 Walden Office Square #300, Schaumburg , IL 60173 for a General Development Plan for the re-plating of a previously approved subdivision East of Edwards Blvd. between Townline Road and Bloomfield Road in the City of Lake Geneva, WI 53147, for the Tax Key No's. ZSF 00001 – 00326.**

DISCUSSION - Brian Pollard/Fairwyn Development & Rick Zirk/Orleans Homes

Applicant gave brief overview of the details and used a power point presentation to show floor plans and elevations etc. There was a brief discussion amongst the Commissioners, Planner Slavney and Attorney Draper to clarify those details and the appropriate process for the coming legalities. Including any needed findings or details forthcoming for the Fire Department.

Public Hearing – No Comments

MOTION #5

Skates/Gibbs moved to close the public hearing. Motion unanimously carried.

DISCUSSION

Commission continued discussion with attorney Draper clarifying that they are approving this GDP so applicant can take the next step and petition to have the original plat vacated and move forward from there. They would then come back with a plat showing everything on the new plat.

MOTION #6

Mayor Connors/Gibbs moved to approve the recommendation on a Precise Implement Plan (PIP) Amendment for Symphony Bay Development (formally Southwind Farms) by Orleans Homes, 1834 Walden Office Square #300, Schaumburg , IL 60173 for a General Development Plan for the re-plating of a previously approved subdivision East of Edwards Blvd. between Townline Road and Bloomfield Road in the City of Lake Geneva, WI 53147, for the Tax Key No's. ZSF 00001 – 00326. Including staff recommendations, a developers agreement, verification of turning radius' for the Fire Department as agreed upon and foundation elevations. Also including the finding of facts found in the staff report. The motion carried unanimously.

- 9. Public Hearing and recommendation on a Conditional Use Application filed by Tyler N Terhark, 801 Hudson Trail, Lake Geneva, WI 53147, for the installation of a decorative fence in excess of three feet (six feet) in the side street yard on Townline Road at 801 Hudson Trail, Lake Geneva, Tax Key No. ZTT 00055.**

DISCUSSION

Tyler N Terhark – applicant, addressed the commission regarding the details of the fence application. The Commission and Planner Slavney discussed and clarified the details of the request.

Public Hearing – No Comments

MOTION #7

Adams/Skates moved to close the public hearing. Motion unanimously carried.

DISCUSSION

There was a brief continued discussion amongst the Commission to clarify the application details.

MOTION #8

Skates/Fredericks moved to approve the recommendation on a Conditional Use Application filed by Tyler N Terhark, 801 Hudson Trail, Lake Geneva, WI 53147, for the installation of a decorative fence in excess of three feet (six feet) in the side street yard on Townline Road at 801 Hudson Trail, Lake Geneva, Tax Key No. ZTT 00055. To include staff recommendations and finding of facts as presented at the Staff meeting. The motion carried unanimously.

10. Review and discussion of a Conceptual Design for a Parking Lot by Lake Geneva Joint 1 School District, 208 South Street, Lake Geneva WI, 53147, for the property located at 833 Wisconsin Street, Tax Key No. ZOP 00100.

DISCUSSION

Bill Henry / Kehoe, Henry & Associates and Warren Flitcroft/Business Mgr From the School District Applicants gave a brief overview of conceptual design for a parking lot located at 833 Wisconsin Street. There was a brief discussion amongst the Commission to clarify those details.

11. Adjournment

MOTION #9

Skates/Adams moved to adjourn the meeting at 8:19 pm.
The motion carried unanimously.

/s/Jackie Gregoles, B&Z Administrative Assistant

THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE PLAN COMMISSION.

170 AVAILABLE SPACES

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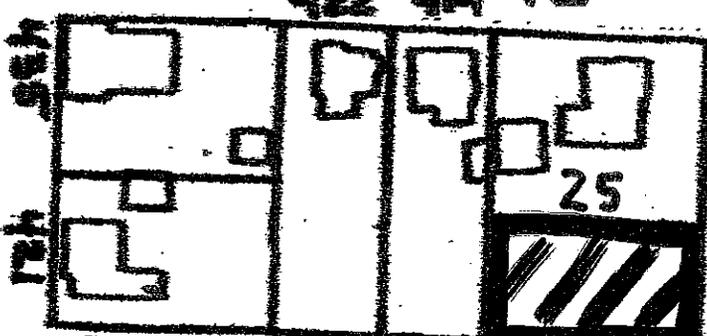
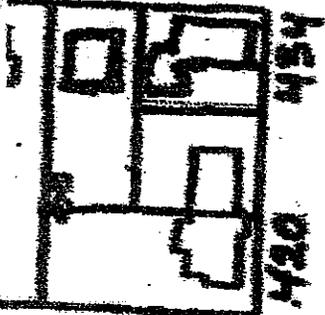
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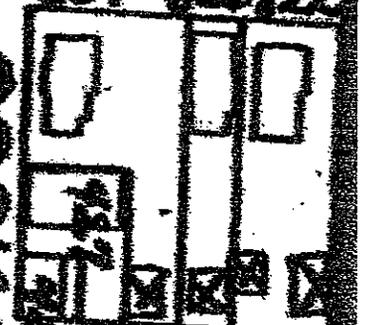
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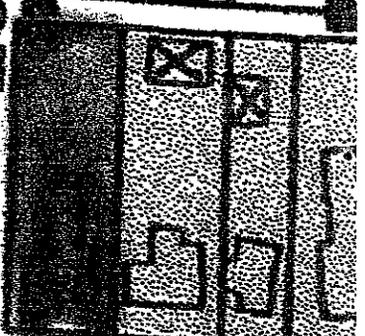
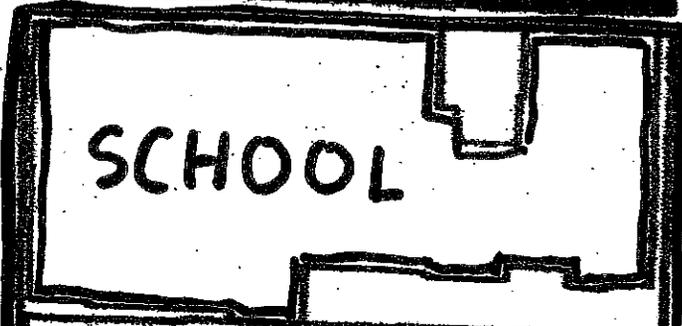
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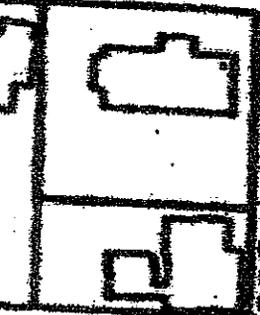
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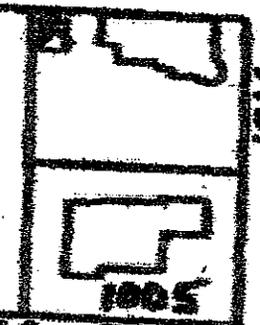
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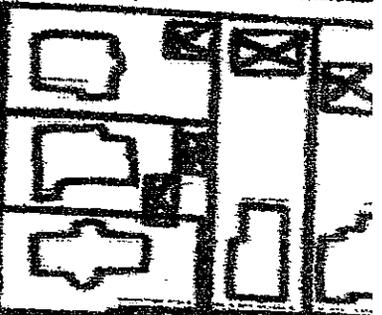


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Maple
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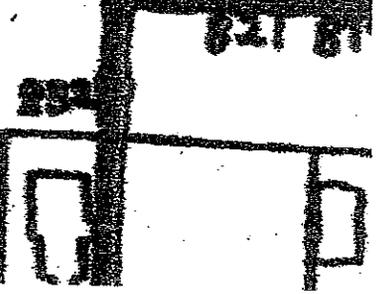
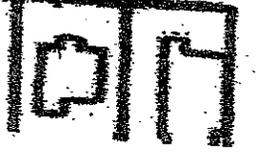


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United States Department of the Interior
National Park Service

National Register of Historic Places
Continuation Sheet

Maple Park Historic District

Section 7 Page 32 Lake Geneva, Walworth County, Wisconsin

BUILDING INVENTORY

Address	Name	Style	Date of Construction	Status
434 Warren St.		One Story Cube	c.1920 ¹⁷⁷	C
523 Warren St.	Clarence Lone	Gabled Ell	c.1900 ¹⁷⁸	NC
529 Warren St.		One Story Cube	c.1920 ¹⁷⁹	C
531 Warren St.		Gabled Ell	c.1920 ¹⁸⁰	NC
816 Wisconsin St.	Hugh Reed	Colonial Revival	1876,c.1930 ¹⁸¹	C
817 Wisconsin St.	P. H. Moore	Italianate	1875 ¹⁸²	C
821 Wisconsin St.	Joel Barber	Front Gable	1860 ¹⁸³	C
822 Wisconsin St.	Wausau Apartment Bldg.	Contemporary	c.1970 ¹⁸⁴	NC
827 Wisconsin St.		Greek Revival	c.1865 ¹⁸⁵	C
830 Wisconsin St.	Wausau Apartment Bldg.	Contemporary	c.1975 ¹⁸⁶	NC
833 Wisconsin St.	C. E. Brandon	Cross Gable	1874 ¹⁸⁷	C
900 Wisconsin St.	Central School/High School	Classical Revival/ Prairie Influenced	1904, 1928-29,1960 ¹⁸⁸	C
	Architect (1904): Van Ryn & deGelleke	Builder: C. O. LaSalle ¹⁸⁹		
	Architect (1928-29): J. C. Llewellyn & Co.	Builder: Libertyville Construction Company ¹⁹⁰		
1001 Wisconsin St.	Apartment Building	Contemporary	c.1960 ¹⁹¹	NC
1009-19 Wisconsin	Apartment Building	Contemporary	c.1965 ¹⁹²	NC
1014 Wisconsin St.	John Burt	Front Gable	1886 ¹⁹³	C

¹⁷⁶ *Ibid.*

¹⁷⁷ Sanborn-Perris Maps.

¹⁷⁸ Tax Rolls, Sanborn-Perris Maps.

¹⁷⁹ Tax Rolls, field observation.

¹⁸⁰ Field observation.

¹⁸¹ Tax Rolls, Sanborn-Perris Maps.

¹⁸² Tax Rolls; *Lake Geneva Herald*, 19 June 1875, p. 3.

¹⁸³ *Ibid.*

¹⁸⁴ City Directories; this apartment house plan appears in the Wausau Homes plan book, 1972, in possession of the author.

¹⁸⁵ Tax Rolls, Sanborn-Perris Maps, Plat Maps, Bird's Eye Views.

¹⁸⁶ City Directories; this apartment house plan appears in the Wausau Homes plan book, 1972, in possession of the author.

¹⁸⁷ Tax Rolls, Sanborn-Perris Maps, Plat Maps, Bird's Eye Views.

¹⁸⁸ Date stones; "High School Opening Draws Large Crowd," *Lake Geneva News Tribune*, 28 November 1929, p. 1.

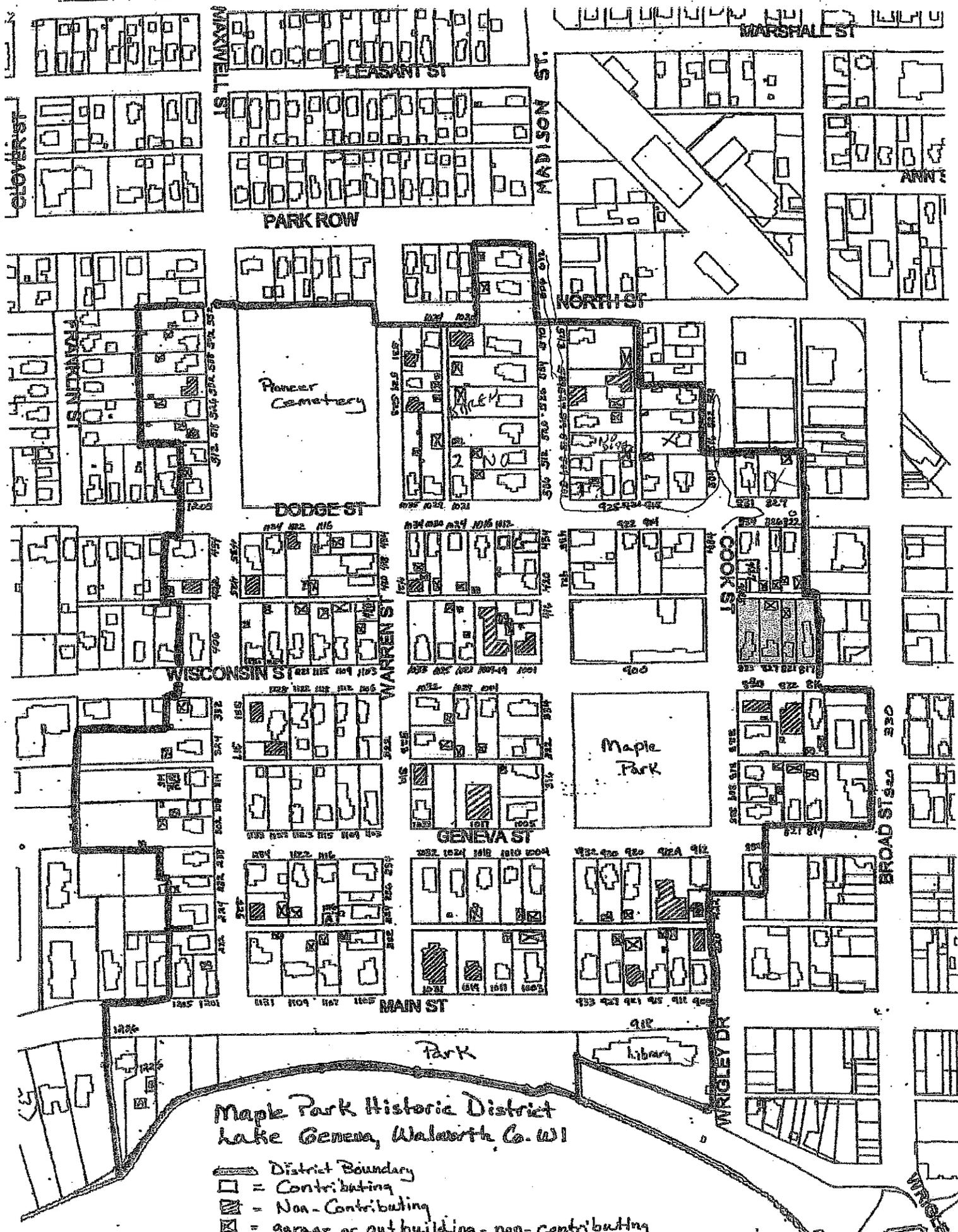
¹⁸⁹ *Lake Geneva Herald*, 5 August 1904, p. 1; 29 July 1904, p. 1.

¹⁹⁰ "Work on New School Started This Morning," *Lake Geneva News Tribune*, 20 December 1928, p. 1.

¹⁹¹ City Directories.

¹⁹² City Directories.

¹⁹³ Tax Rolls, Sanborn-Perris Maps, Plat Maps, Bird's Eye Views.



Maple Park Historic District
Lake Geneva, Walworth Co. WI

- District Boundary
- = Contributing
- ▨ = Non-Contributing
- ▩ = garage or out building - non-contributing

TO: Lake Geneva Planning Commission
FROM: Mary Jo Fesenmaier, 955 George Street
DATE: July 20, 2015
RE: Planning

I am not able to be here this evening, so I have attached documents that upon research I believe might aid you in your planning deliberations tonight and in the future.

Thank you for your consideration and for serving our community in this important capacity

Zoning Laws: Requiring Consistency with a Comprehensive Plan

By Alan R. Romero

Zoning enabling acts all contain some version of a requirement that the zoning ordinance be "in accordance with a comprehensive plan." This means that not only must the originally adopted ordinance be in accordance with a comprehensive plan, but so must amendments to the ordinance. This statutory requirement limits local legislative freedom to adopt amendments requested by landowners.

State approaches to interpreting and applying requirements of consistency with a comprehensive plan include the following:

- **The zoning ordinance must be rational.** In most states, the requirement of consistency with a comprehensive plan isn't very restrictive. Most courts have interpreted the requirement to mean simply that the zoning ordinance itself must reveal a rational plan of zoning, not that the zoning ordinance must comply with a separate document called a *comprehensive plan*.

Therefore, most courts hold that as long as a zoning amendment could rationally be thought to be consistent with the public interest, it's in accordance with a comprehensive plan.

- **The zoning ordinance must comply with a written plan.** Some states require that the zoning ordinance be consistent with an actual written plan for the community. Such a requirement is more of a limit on legislative freedom to zone and amend.

In some of these states, an amendment to a zoning ordinance simply can't allow something that the comprehensive plan doesn't allow. Therefore, the landowner may need to first seek amendment of the plan before seeking amendment of the zoning ordinance—and some states limit the circumstances in which the plan may be amended or how often it may be amended.

- **The zoning ordinance must be in basic harmony with a written plan.** In some states, the zoning ordinance only needs to be generally consistent with a written

plan. The legislative body may amend the zoning ordinance to allow something not allowed in the comprehensive plan—or to forbid something allowed by the comprehensive plan—as long as the amendment is in basic harmony with the purposes of the plan.

- **The court reviews a zoning ordinance differently if it's inconsistent with a written plan.** When a zoning amendment is inconsistent with the plan in some respects, some courts have shifted the burden to the government to demonstrate how the amendment advances the purposes of the plan.

They may also review the amendment decision to determine whether the evidence before the legislative body could have supported a conclusion that the amendment was consistent with the plan.

Spot zoning

From Wikipedia, the free encyclopedia

Jump to: navigation, search

Spot zoning is the application of zoning to a specific parcel or parcels of land within a larger zoned area when the rezoning is usually at odds with a city's master plan and current zoning restrictions. Spot zoning may be ruled invalid as an "arbitrary, capricious and unreasonable treatment" of a limited parcel of land by a local zoning ordinance.^[1] While zoning regulates the land use in whole districts, spot zoning makes unjustified exceptions for a parcel or parcels within a district.^[2]

The small size of the parcel is not the sole defining characteristic of a spot zone. Rather, the defining characteristic is the narrowness and unjustified nature of the benefit to the particular property owner, to the detriment of a general land use plan or public goals. The rezoning may provide unjustified special treatment that benefits a particular owner, while undermining the pre-existing rights and uses of adjacent property owners. This would be called an instance of spot zoning. On the other hand, a change in zoning for a small land area may not be a spot zone, if it is consistent with, and furthers the purposes of the general area plan.

For example, a small zone allowing limited commercial uses such as a corner store within a residential area may not be a spot zone, but a carve-out for an industrial use or a night club might be considered a case of spot zoning. In the first case, the differing land uses are mutually compatible and supportive. In the latter case, the residential nature of the area would be harmed by a conflicting land use.

When the change in zoning does not advance a general public purpose in land use, courts may rule certain instances of spot zoning as illegal. The Standard State Zoning Enabling Act states "all such regulations shall be uniform for each class or kind of building throughout each district."^[3] It may also be an invalid exercise of authority, if spot zoning is not a right conferred upon the body by the state's zoning enabling statute, because it deviates from the plan set out by the enabling statute.^[1]



Board of Park Commissioners

Doug Skates - President

Alderman Al Kupsik
Brian Olsen
John Swanson

Lynn Hassler
Peggy Schneider
Mayor Jim Connors

Barb Hartigan
Dave Quickel

Director of Public Works Daniel S. Winkler, P.E., Secretary

City of Lake Geneva 626 Geneva Street Lake Geneva, WI 53147-1914

www.cityoflakegeneva.com

Phone: (262) 248-3673

MINUTES OF THE 6:00 PM JULY 1, 2015 MEETING

City Hall 2nd Floor Room 2A

Call to Order:

The Board of Park Commissioners meeting was called to order by President Skates at 6:00 PM. Secretary Winkler read the roll.

Roll Call:

President Doug Skates , Lynn Hassler , Barb Hartigan , Peggy Schneider ,
Dave Quickel , John Swanson , Ald. Al Kupsik , Brian Olsen , Mayor
Jim Connors . (5 Total).
a rock with a plaque on it.

Staff & Aldermen Present:

DPW Daniel Winkler , Administrator Blaine Oborn , City Clerk Sabrina Waswo,
Assistant City Clerk Stephanie Gunderson.

Public Present:

None.

Approve the Minutes of the Prior Meeting:

It was moved by Commissioner Swanson to approve the minutes of the June 3, 2015 meeting, and seconded by Commissioner Olsen. The motion passed 5-0.

Public Input:

None.

Permits & Park Donations:

DATE 07/18/15 LOCATION Cobb Park USE Staab Graduation Party

President Skates read the permit. There was discussion regarding the picnic table request, but decided to leave the application as is. It was moved by Commissioner Quickel to approve, and seconded by Commissioner Olsen. The motion passed 5-0.

DATE 08/15/15 LOCATION Flat Iron Park Brunk Pavilion USE Sanchez
Wedding

President Skates read the permit. There was discussion regarding the deposit and fee for use of the pavilion. It was moved by President Skates to approve, and seconded by Commissioner Quickel. The motion passed 5-0.

DATE 08/02/15 LOCATION Flat Iron Park Brunk Pavilion USE Symphony

President Skates read the permit. It was moved by Commissioner Olsen to approve with the \$100 permit deposit fee, and seconded by Commissioner Quickel. The motion passed 5-0.

Park Assignments/Repair Update/Maintenance:

President Skates requested mulch beneath the play equipment at Rushwood Park.

Commissioner Schneider asked if anything could be done with mulch kicked onto the sidewalk from a newly planted tree near the beach house, and mentioned that there were nicks in the paint on various benches and trash containers in Donian and Library Parks.

Commissioner Swanson provided a typed sheet with odds and ends which need attention primarily at Veterans Park (see attached). The Commission wished to address the player bench and concession building column bases as priorities as time allows.

NEW BUSINESS

None.

OLD BUSINESS

Dog Park Signage and Concrete Discussion.

DPW Winkler presented a memorandum with attachments. After discussion, it was moved by President Skates to proceed with the purchases of 2 trash containers, drinking fountain, and shade structure with Team Reil using funds raised by Badger Leadership Dynamics, and accept the generous donation offer of Ozinga Ready Mix Concrete of up to 10 cubic yards of concrete, accept the labor price quote of Humphreys Contracting in the amount of \$1,200 to install sidewalk and the bone bench pad, and authorize up to another \$1,000 for other foundations including the waste containers and shade structure, and with additional funding to come from park fee funds. The motion was seconded by Commissioner Olsen and passed 5-0.

Downtown Ice Rink Discussion.

DPW Winkler provided pricing for the ice rink from Down to Earth Contractors which was \$7,000 to \$8,000 excluding seeding/mulching/watering. Staff estimate to do spring and fall seeding/mulching/watering was around \$3,000 to \$4,000. The Down to Earth price would be good for either Donian or Flat Iron Park. Donian was looked at as an alternate location. The Commission was concerned as was the DPW for restoring the turf in 2016 to some kind of usable condition with all the planned events and activities at Flat Iron Park. The matter was continued to the August meeting for further discussion with input from the BID.

Dog Park Fundraising Discussion-Badger Leadership Dynamics.

President Skates and Commissioner Quickel mentioned the need for an official dedication to include recognition of the Badger group. President Skates will check with them regarding their idea for possibly a rock with a plaque on it.

Future Meeting Agenda Items-August 5, 2015 Meeting.

- Park Operating Budget for 2016.
- Staffing a park and recreation intern for the park system.

President Skates encouraged the Commissioners to contact him for anything else they wish to add.

ADJOURN:

It was moved by Commissioner Schneider and seconded by Commissioner Olsen to adjourn. The motion passed 5-0 and the meeting was adjourned at 7:30 PM.

Set Next Meeting Date:

The next regular meeting is scheduled for August 5, 2015.

Respectfully Submitted,

Daniel S. Winkler
Secretary

If anyone finds any inaccuracies, errors or needs to adjust the minutes please call or email me prior to the next meeting.)

Lake Geneva Public Library Board of Trustees Meetings
918 West Main Street Lake Geneva, Wisconsin 53147 (262) 249-5299

Finance Committee

Thursday, July 16, 2015 at 7:15 a.m. (Director's Office)

Present: Kundert, Oppenlander; Also present: Peterson and Wollaeger

After reviewing outstanding bills, Kundert approved a recommendation to the Library Board to approve \$51,294.73 in General Funds for the month of June 2015. There were no expenditures from Donated Funds in June 2015.

Board of Trustees Meeting

Thursday, July 16, 2015 at 8:00 a.m.

Minutes

Call to order

Oppenlander called the meeting to order at 8:05 a.m.

Roll Call

Members present: Brookes, Dinan, Jones, Kersten, Kundert, Lafrenz, Oppenlander; Also present: Peterson and Benson; and from the public, Mary Jo Fesenmaier.

Adoption/Amendment of agenda

Oppenlander asked for a motion to adopt the agenda. Kundert made a motion to adopt the agenda. Dinan seconded. Motion carried unanimously.

Disposition of minutes of previous regular meeting and any intervening special meeting(s)

Oppenlander asked for a motion to approve the minutes of the June 11, 2015 meeting. Brookes made a motion to approve the minutes as proposed. Kundert seconded. Motion carried unanimously.

Public Comments

Fesenmaier presented a proposal to the Library Board to accept library card applications and distribute library cards at the same time to grade school children at their schools on Fall Registration Days. Discussion followed. Peterson will follow-up with library staff to determine if there is a way to offer this in compliance with library procedures.

President's Report

Oppenlander advised the Board that the EEOC did not identify any violation of the Wisconsin State Statutes with regard to the complaint filed. The charging party has ninety days to respond.

Peterson reported that author, Ron MCrema has agreed to be the featured speaker at the Open House for the renovation of the Smith Meeting Room on Saturday, September 12, 2015. Discussion followed with suggestions for the program agenda.

Building & Grounds

Peterson presented a bid from Kelly Locksmithing to replace cylinders in door locks for men's and women's public restrooms and the staff lunch room. Discussion followed. Kundert made a motion to approve a proposal from Kelly not to exceed \$400. Dinan seconded. Motion carried unanimously.

Peterson reported that she sent an email to the representatives from Sarnafill and D.C. Taylor to request the follow-up roof inspection planned at the May inspection. A response has not yet been received.

Finance

Kundert made a motion to approve \$51,294.73 in General Fund expenditures for the month of June 2015. Motion carried unanimously. No expenditures were made from Donated Funds in June 2015.

Kundert reviewed revenues and expenditures for the first half of the year and reported satisfaction with the 48.6% of the operating budget spent to date.

Kundert presented the recommendation of the Finance Committee to amend the 2015 budget by decreasing Account #5110 for full-time staff salaries in the amount of \$15,000 and transferring that same amount to Account #5120 for part-time staff salaries. Kundert made a motion to approve that transfer. Brookes seconded. Motion carried unanimously.

Kundert presented the recommendation of the Finance Committee to amend the 2015 budget by decreasing Account #5410 for adult materials in the amount of \$3,000 and transferring that same amount to Account #5414 for non-print materials. Kundert made a motion to approve that transfer. Kersten seconded. Motion carried with a four member majority of yay votes and one nay vote.

Kundert presented his recommendation that all certificates of deposits, regardless of their expiration date, be transferred to the new certificate of deposit account set up at Voyager with the purpose of yielding a higher interest rate. Kundert made a motion to that purpose. Lafrenz seconded. Motion carried unanimously.

Director's Report

Peterson reported that June was a record month for 2015 with check-outs of materials totaling 15,799 items.

Peterson reported that the Library's Chamber of Commerce membership was up for renewal. Discussion followed. The Board agreed to renew that membership for 2015-2016.

Benson reported on adult programming with a focus on the success of the Beachside AuthorFest on Saturday, July 11, 2015. She thanked Brookes and our Friends group for all their work to coordinate the event with Harold Johnson.

Adjournment

Oppenlander asked for a motion to adjourn. Lafrenz made a motion to adjourn at 9:40 a.m. Dinan seconded. Motion carried unanimously.

Respectfully submitted,

Diane Jones, Secretary

Next meeting: Thursday, August 13, 2015 at 8:00 a.m.

Lake Geneva Historic Preservation Commission Meeting Minutes

July 9, 2015 6:30 P.M. 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, Mary Tanner, Jackie Getzen, Louise Rayppy, Jim Davis. Elizabeth Chappell, was absent. Mark Immer, was as a guest.

Approval of the Minutes of Historic Preservation Commission Meeting of June 11, 2015.

Comments from the public: Mark Immer was there to voice his opposition to the proposal of the School District to purchase the house at 833 Wisconsin Street and demolish it and construct a new parking lot for the teachers. He was also representing another neighbor who was unable to attend the meeting: Charlene Klein. We voted to oppose this proposal and write a letter to the Mayor and City Council expressing our opposition to this plan. Also a copy of this letter to be sent to the Lake Geneva Regional News.

Reports from the Geneva Lake Area Museum and the Maple Park Homeowners.

Lake Geneva's 4th Annual Swift Night Out!

Wednesday August 12, 2015

6:30 P.M. Geneva Lake Museum

Venetian Night Cruise, Sunday, August 23rd

8:00 P.M. to 10 P.M. \$40.00 per person

Saturday August 29th

A Very special event with Chris Brookes as Lady Bacon.

2:00 to 3:00 P.M. Please RSVP, Members: free, Guests: \$5.00.

Update on the Geneva Lake Theater Building.

Still for Sale. Tom Hartz, co-owner of Simple Café, has the theater under contract for purchase. No other new information available at this time.

Continued discussion on the updated version of a Historic Lake Geneva Walking Tour booklet. We have revised parts of the booklet to correct some errors and will have 1,000 more copies published as they have been very popular.

The Black Point Walking Tour starts at the Riviera every Thursday evening from June 18-August 20. From 4:30 to 7:30 P.M. Price: \$8.00. This has been growing in popularity. We received \$71.00 from Dave Desimone as our share of the Black Point Walking Tour proceeds.

The Veranda Views. A Geneva Lake Chautauqua on the veranda at Black Point. July and August. from 4:30 to 7:30 P.M. There are three programs left to this series: July 31, August 7, August 14. They have had a good turnout.

Continued discussion regarding nomination of Oak Hill Cemetery as a National Historic Site, including input from Historic consultant John Notz. No new information. Also discussion about having another "Tales of Lake Geneva" at Horticultural Hall. The date has been set for Sunday August 23th at 1:00 P.M. Patrick Quinn is lining up the speakers. Clyde Boutelle and Muriel Malsch has committed. Ed Yaeger will let us use his sound system. We will serve lemonade and cookies.

Also discussion on John Notz's request for recognition of three extant buildings designed by William Le Baron Jenney on former Maple Lawn property in the City of Lake Geneva. No new information.

Review of recent Plaque Program applications, and information from the Wisconsin Historical Society, National Trust for Historic Preservation, the Society of Architectural Historians and the Wisconsin Association of Historic Preservation.

We have two new plaques: 938 Sage Street and 428 Warren Street.

Review of potential projects and promotional ideas for the LGHPC, educational programs and updates on the website.

www.historiclakegeneva.org

Meeting adjourned at 8:00 P.M.

Respectfully submitted,

Louise Rayppy

Geneva Lake Museum Board Meeting

July 8, 2015

President Jim Gee called the meeting to order at 5:30 on Main St with Vice President Dale Buelter and Secretary Vern Magee present along with Director's : Joanne Niessner, Dee Fiske, Ed Schwinn, Jim Davis, Dick Bain, Beth Pernice, Barbara Buelter, Pat Gee, Lynn Grayson, Marianne Bonifacic, Davie Williams.

Absent: Mary Olson, Dana Hagenah, Chuck Ebeling, Don Rutkowski.. Staff present: Helen Brandt, Pat Cramer. Absent: Karen Jo Walsh. Absent: Elizabeth Chappell. Guests: Honorary Director Betty Less.

The minutes of the June meeting were approved by a motion by Barb, second by Lynn, motion carried. There was no treasurer's report with the absence of Mary Olson.

Curator's Report: Helen reported our latest acquisition, a 1960 Seeberg Jukebox donated by Christine Scherb from Williams Bay. It will be used next year in the 50's and 60's exhibit and is being stored at the water commission building.

Director's Report: It was read by Pat Cramer in the absence of Karen Jo Walsh and it attached to this document.

Because of Swifts Night Out, our Board Meeting will start at 5:00pm next month.

Finance committee: Jim reported Lori Grove requested our insurance be used when the Maxwell portraits are in and out of the museum and they would pay for it. Jim checked our insurance and this is not possible; he informed her of this. Jim is in contact with Thrivant representative, Scott Herrmann, to see if GLM can be included on an approved list which may lead to donations in the future.

Fund Raising: Barb passed out fliers for the Venetian Boat Cruise August 23 and encouraged all board members to attend. A paper was passed around so board members could sign up for food to bring. The boat tickets are \$40 this year with no discount for members. Jim Davis reported on Clear Sky Lodge, the fund raiser in October which is \$125.00 per person, but they expect a sell out of the 125 tickets available. Marianne encouraged board members to help underwrite some of the expenses and a paper was circulated with estimates of wine, parking, food, etc. Even a small donation of \$25 would help off set the expenses so as much profit as possible could be made.

Marketing and Publicity: In Chuck's absence, Jim explained some ad proposals he received for a paper in Illinois, which were quite expensive. Ed made a motion to consider, second by Dee; motion failed with all nay votes.

Planning and Exhibits: Dale is in the process of receiving bids to have smoke alarms installed as is now required by the fire department. The fire department is debating if we can have a wireless system, which would be with the alarm company we have done business with. A motion by Jim Davis, second by Davie to go with the wireless system if we get permission from the fire department; motion carried. Jim Gee will be sending a letter to the city asking for their help in funding the smoke alarms for the building they own, not too exceed \$5000. If it does, we would pay the balance. Dale said the train exhibit is being worked on by Karen 's brother Dave, George, a local man, and Allen Maywald.....it is on going, but making progress. Dale is also designing a booklet to be used when the museum is leased

to others, so those volunteering to host an event, have answers to any questions they might have. Tom Yoder, Joanne and Barb are still working on the disaster plan booklet and will be done soon.

Membership: Jim reported the committee met via internet and created a new membership form which he gave to Helen and Pat Cramer and instructed them to begin using them now. However, a spelling mistake was discovered on the top line in the word Museum. Oops, try again. Also, letters have been sent to overdue members in hopes they will renew again. We now have 535 members, 434 current.

Old Business: Jim brought up again the need for air conditioning in the North Gallery. He hopes to work with the city on this also at some point. Lynn said she has been working on many grants and the deadline for some is August 1st. We are hopeful we will be awarded some of them.

Jim wanted it recorded that the Articles of Incorporation will soon be official and Geneva Lake Museum will be our legal name. An E vote was taken and it was unanimous.

Pat Cramer stated the rates used when we have people using our facilities, which is \$500 if they take down the tables and chairs and \$700 if we do that. This has not been working because people do not clean or put them away properly. Mill St users have been paying \$50 an hour, minimum 2 hours.

Karen suggested we charge \$600 and we do the tables and chairs. \$75 an hour was suggested for Mill St. After much discussion and no one could agree, it was decided to form an ad hoc committee to study this and present suggestions at the next meeting. Committee members: Pat C, Ed, Dale, Dee, Beth, Helen. Jim mentioned he has been in contact with Mr Chilton regarding his artifacts on exhibit in the farm area and they will continue to be in touch so all are satisfied.

New Business: Vern Stephan contacted Vern Magee about his status with the museum right now and wondered if he was eligible to be considered an Honorary Director. Jim said he will be a candidate at our next annual meeting where it will be voted on by the membership.

Jim liked the grid Marsha prepared to help ease the coverage while she and Karen are in Norway and hopes people will step up to help where there are vacancies on the grid. Dee had suggestions for people that might help with setting up and taking down for events. She will ask them to stop in and talk to Pat Cramer about what it involves. Lynn suggested we have a list of people we can call when needed. Jim reported he has a committee for hiring an Administrative Director to do the tasks that Marsha has been doing as a volunteer the past 4 years..The committee consists of: Jim, Dale, Vern, Mary, Ed and Chuck. They have not met yet.

Vern read a letter from Charles Blakeslee, written to the board which gave much praise to Karen and Marsha for the work they did for him before he came and while he and his wife were here. Ed said he thought the letter should be included in the minutes because it was such a complimentary letter to all of us. You will find it attached to these minutes.

There being no other business, the meeting was adjourned at 7:15.

Vern Magee
Secretary

cc Jim Connors
Elizabeth Chappell
Sabrina Waswo

inc: Director's Report
Blakeslee letter