



COMMITTEE OF THE WHOLE

MONDAY, OCTOBER 3, 2011 - 6:30PM

CITY OF LAKE GENEVA
626 GENEVA STREET
LAKE GENEVA, WI 53147
(262)248-3673

CITY HALL BUILDING, COUNCIL CHAMBERS

AGENDA

1. Council President Krause calls the meeting to order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Minutes from September 6, 2011 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 Krause
 - B. Personnel Committee, Alderman Hartz
 - C. Public Works Committee, Alderman Mott
 - D. Piers, Harbors, & Lakefront Committee, Alderman Marsala
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 Marsala & Hartz
 - B. Tree Board, Alderman Mott
 - C. Police & Fire Commission, Alderman Krause
 - D. Planning Commission, Alderman Hartz
 - E. Board of Park Commissioners, Alderman Kupsik
 - F. Library Board, Alderman Krause

- G. Historic Preservation, Alderman Kehoe
- H. Cemetery, Alderman Krohn
- I. Parking Commission, Alderman Marsala
- J. Communications Committee, Alderman O'Neill
- K. Avian Committee, Alderman Marsala

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 Krause
- B. Geneva Lake Museum, Alderman Mott
- C. Lake Geneva Economic Development Corporation, Aldermen Hartz & Kupsik
- D. Geneva Lake Environmental Agency, Alderman O'Neill

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.*

9/29/2011 2:30pm

CC: Aldermen, Mayor, Administrator, Attorney, Department Heads

COMMITTEE OF THE WHOLE
TUESDAY, SEPTEMBER 6, 2011 - 6:30PM
CITY HALL BUILDING, COUNCIL CHAMBERS

Council President Krause calls the meeting to order at 6:30pm.

Pledge of Allegiance led by Alderman O'Neill.

Roll Call. Present: Aldermen Hartz, Mott, Marsala, Kupsik, Krohn, O'Neill and Krause.
Absent (excused): Alderman Kehoe. Also present: City Administrator Jordan.

Mott/Kupsik motion for approval of Minutes from August 1, 2011 Committee of the Whole Meeting as distributed. Unanimously carried.

Comments from the public as allowed by Wis. Stats. §19.84(2), except for public hearing items.
None.

Discussion/Recommendation on North Broad Street lighting replacements (forwarded from Public Works Committee on 8/18/11)

Administrator Jordan had passed out an item about the North Broad Street lighting replacements as discussed at Public Works; there was discussion as to whether it was possible to put our nice decorative lighting further North on Broad Street. There was talk of even taking it up almost to North Street. In going through the TIF information on our plan, we could go as far as the alley by the Regional News but no further north unless we amend the plan. This would be taking out some of those lights with the great big round bases that look pretty bad and putting in our decorative lighting like we have in the rest of the downtown area. Administrator Jordan explained all we would be able to do in the TIF is about six lights; the remaining 26 lights would be outside of the TIF. Alderman Kupsik asked if the six would include the underground conduit and Administrator Jordan responded in the affirmative. Alderman Hartz suggested these might be paid by special assessments on the property owners. Administrator Jordan suggested the possibility of creating a BID district for just Broad Street. Alderman Hartz felt they could send out letters and solicit people's opinions on it. Aldermen Marsala asked how many businesses would be involved; Administrator Jordan said about 30. Discussion followed on sending out letters of interest to the owners, whether the downtown BID district would be assessed the same as the businesses outside the downtown, and what is involved in making an amendment to TIF. Alderman Mott felt we should do the whole project or nothing at all and we should send out letters to the property owners. The consensus was this is the best way to proceed.

Discussion/Recommendation on parking station system proposal.

Administrator Jordan explained this is an updated version the Mayor wanted to come to the Committee of the Whole so any questions could be addressed now rather than at the Council meeting. We are looking at 948 parking meters on the streets and in five parking lots. We sent out RFP's and two companies responded. The Parking Commission looked at both companies and made a recommendation that we go with Digital Payment Technologies. We were asked by the downtown businesses and the chamber if we would look at WI-Fi or fiber optic downtown. After many discussions with them, it was decided they would just like sections that would be available for tourists if they wanted to turn on their laptops to be able to use it: Jeff Miskie has said we can do that right now for the beach area, Flat Iron Park and the Library. The updated spreadsheet shows the initial and annual costs; Administrator Jordan suggested that if the Council were borrowing the money to install this system, he would recommend they do so because the pay back is just under five years at the current meter rate. This system will add about 28-30% just in the way it operates. Having the TIF

funds and parking reserve funds, we are immediately getting back that increase. The first or second year, if you want to keep the amount of money we have normally been taking out of it and put that amount back in over the two years, you can pay back the reserved parking fund for parking or you can use it as general fund revenue at the same rate it is right now. Administrator Jordan feels this will benefit the City and help staff while meeting the requirements of our Policies and Procedures. We will put in 74 machines, 16 of which will be solar and installed in the more open areas. Alderman Hartz asked for a map showing the locations; he suggested we can change a lot of the attitude about parking if we turn our meter collection folks into ambassadors, almost like they have in Milwaukee where they walk around and answer questions not only about parking but also the town and events. He also recommended waiving the first ticket. He is also a little nervous about the City being in the Wi-Fi business. Alderman Krause asked Administrator Jordan how that is going to look; he said they are not very noticeable any more. Discussion followed on wireless units, the City doing our own wireless system, cooperation with Geneva-on-Line, and timing of installation. Administrator Jordan referred back to Mr. Miskie, indicating he is our IT person and is only charging us for his time and the cost of the equipment; Mayor Connors added that we did have Time Warner quote on building the network, so there were a couple of other quotes. He also said to hardwire them with an Ethernet cable would be cost prohibitive because you would need to run a cable and bury it to all 74 units. The other option was putting in fixed cell phones, which is the simplest but is more expensive. Administrator Jordan answered questions regarding ongoing expenses, maintenance, installation costs and annual fees, ease of use, revenues generated, effect on the number of meter readers, possible resale of old meters, life expectancy of kiosks, signage and numbering system, how the two-hour stickers will work, and possible difficulties with Wi-Fi versus cell units.

Finance, License & Regulation Committee, Alderman Krause

Alderman Krause addressed the budget guideline from the packet and asked for feedback on whether any dates are good or bad and whether the meetings should be televised again. The City Administrator has notified departments of the due dates. September 23, Alderman Krause, City Administrator Jordan and Comptroller Pollitt will compile what will be the initial budget requests; Monday, October 3 they will do departmental budget request presentations; Tuesday, October 4, Finance Committee will do a budget workshop. These three meetings will be from 10:00am to noon and all of the aldermen are welcome to attend. On Thursday, October 6, there will be an evening meeting, 6:00 to 8:00pm. Monday, October 10 there will be an update at the regular Finance meeting. Tuesday, October 18 will be a full Council Budget workshop revue which will be presented on the website as well. Monday, October 24 at the regular scheduled Finance meeting, they will approve budget summaries to publish followed by Council approval. Monday, October 31 is the deadline for publishing the budget summary with November 3 as the publication date. Monday, November 21, the public hearing for the 2012 City Budget will be held at a special Council meeting. We are on schedule to get it done in a timely fashion. The consensus was that the meetings should be televised.

Personnel Committee, Alderman Hartz

Alderman Hartz reported they are on the search for a new City Clerk having reviewed a stack of resumes for initial interviews on September 15, from 10:00am to 2:00pm. As the budget hearings get underway, the Personnel Committee will be looking at tasks and if there are ways to mix and match to make things as efficient as possible in terms of the budget.

Public Works Committee, Alderman Mott

Alderman Mott reported that the Committee revisited the situation with the Wisconsin DOT building sidewalks to the Showboat Theaters from the City. There was some concern as to how the streets would be taken care of; the motion was passed to recommend maintenance

responsibility for the east or south side only. There was also a discussion on hand dryers to replace paper towels in City bathrooms; this was continued to the next meeting to allow for the staff to identify how many and where hand dryers were needed and see if the state purchasing covers hand dryers to possibly obtain a third price. They also discussed private drives and how they might be addressed.

Piers, Harbors, & Lakefront Committee, Alderman Marsala

No meeting, no report. At the September 29 meeting, they should have the final numbers for the Beach for the year. There have been some complaints about stacking and doubling up at the kayak racks; it has been handled. At the next meeting, they will discuss possibly moving the racks to a different location. Alderman Krause asked what time the bath rooms by the West End Pier are closed and felt 9:30pm is too early; he requested this be on the next Piers & Harbors agenda. Alderman Hartz wondered if there is a need for another kayak rack; Alderman Marsala said not so far and if there is an increased need next year, it doesn't take long to build another rack. Mayor Connors said he would be interested in exploring some point of sale system for the beach that would allow people to pay with plastic. Alderman Krause suggested a Lake Geneva cell phone app for different admissions to different things.

Utility Commission, Aldermen Marsala and Hartz

No meeting, no report.

Tree Board, Alderman Mott

No meeting, no report.

Police & Fire Commission, Alderman Krause

Alderman Krause said he was out of town. They are mainly working on their budget. He mentioned that we did receive a bid for the Fire Truck which will go to Council and which was for more than was anticipated. Alderman Hartz asked if any fireworks are allowed in town; the answer is no and if it is an issue, call the Police.

Planning Commission, Alderman Hartz

Alderman Hartz reported they haven't had a meeting since the last Council meeting.

Board of Park Commissioners, Alderman Kupsik

Alderman Kupsik said there is nothing new to report. Their meeting is tomorrow when they will have further discussion on the skate board park and the next steps for the dog park. An ongoing discussion to be continued at tomorrow night's meeting is an Eagle Scout project at Vet's Park and new park signs. Alderman Marsala wondered if the old fencing from Denison School had been saved and could be used at the dog park.

Library Board, Alderman Krause

Alderman Krause said the focus at the last meeting was helping work on their budget. There was a Frank Lloyd Wright window that was a part of one of the estates in Lake Geneva that is going to be permanently on loan from one of the Milwaukee schools. The Beautification Committee is considering doing some landscape improvements.

Historic Preservation, Alderman Kehoe

Alderman Kehoe was absent and there was no report.

Cemetery, Alderman Krohn

Alderman Krohn reported they just had a meeting tonight when they worked on the budget, had a 6-month treasurer's report and a financial report on investments from Sturge Taggart.

As reported last meeting, there were two bids from Sheldon Landscaping and B&J Landscaping, which were close, but it was awarded to B&J. Dan Sheldon resigned from the Cemetery Board over this. The cemetery has needed a new truck with a plow for three years and has come to the City for money but it has been overlooked. They are sending out for two bids and will be coming in with what they need. Alderman Krause wondered why the DPW can't run through the cemetery with the plow to avoid duplication of trucks, insurance and other expenses. Administrator Jordan said that it would be last to be plowed. Alderman Krohn explained that the Cemetery is a separate unit and if there is a funeral, they wouldn't be able to wait to see if DPW can plow it.

Parking Commission, Alderman Marsala

Alderman Marsala said the meeting planned for September 15 had to be cancelled because it conflicted with the Chamber. At the next meeting, they will have the details of the shuttle for Oktoberfest.

Communications Committee, Alderman O'Neill

No meeting, no report.

Avian Committee, Alderman Marsala

No meeting, no report. They have lost two members so need to replace them.

Chamber of Commerce, Alderman Krause

Alderman Krause reported they discussed the whole parking system, which has already been talked about tonight. He encouraged the Council to attend the annual Chamber meeting on Thursday, September 15. Alderman Hartz suggested a committee within the Council that is a community development committee to look at issues that are germane to the City, such as the Trevor Hotel, the theater and those sorts of things that seem to be just outside the prevue of some of these other organizations. In this economic climate, it might be good for us to be aggressive as opposed to having the other groups do it.

Lake Geneva Museum, Alderman Mott

Alderman Mott reported we have a really active board of directors for the museum. At the last meeting, they had 19 people at the meeting and each one has specific duties to take care of the museum. They now have a credit card machine which is well-received by the patrons. There was an editorial credit in the American Road Consumer magazine featuring an article on Lake Geneva. There were 451 patrons for July, which is down from 2010. The flooring for the Ceylon Court exhibit has been laid, sanded and finished. They have 13 new members and a new DVD for sale highlighting all the post cards ever done on Lake Geneva. There is a new exhibit which is a vignette wall and law office. Copies of letters drafted by Judge Sibbing were sent to the Walworth County judges and lawyers in the Walworth County Bar Association, complimenting our fine museum and advising that we are planning to create a turn-of-the-century law office within the museum. Discussion followed on how to better market and promote the museum and other Lake Geneva events.

Lake Geneva Economic Development Corporation, Aldermen Hartz & Kupsik

No meeting, no report.

Geneva Lake Environmental Agency, Alderman O'Neill

Alderman O'Neill reported that the GLEA is sponsoring a car rally September 23-25, 2011. On Saturday, September 24, between 8:00am and 11:00am, the cars will be lining up on Wrigley Drive in front of the Riviera and starting a parade at 11 o'clock. For the next meeting,

he hopes to have some well-testing results from around the lake and beach-testing results. There was discussion on failing septic systems, how they are monitored and by whom.

Marsala/Mott motion to adjourn. Unanimously carried.

Transcribed from audio tape.

/s/ Artis Roenspies, Deputy Clerk

SECRETARY'S MINUTES

NAME-----Lake Geneva Utility Commission
MINUTES-----Regular Meeting
PLACE-----Lake Geneva Utility Commission
DATE-----September 22, 2011
TIME-----4:45 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 4:45 P.M.

Members present: Saia, Magee, Alderman Hartz, Alderman Marsala, Mayor Connors, and Pres. Brellenthin.

Minutes of previous meeting approved.

Communications:

Water & Sewer Agenda Items:

- 1. US Cellular Request for Mono Pole at Seepage Cells - Update
U.S. Cellular request for mono-pole at seepage cells was discussed. Request will be presented to Plan Commission of Lake Geneva. This will be done by U.S. Cellular. Results will be presented at future meeting.
- 2. Cross-Connection Inspection Ordinance - Discussion
Cross-Connection ordinance was presented and discussed. An ordinance has been drafted and will be presented to the City Council for review and approval. It was proposed by Saia, 2nd by Marsala to present two ordinances. One for residence and one for commercial. Approved unanimously and will send to City Council in this format.
- 3. Legislation Update-MEG Meeting of September 14, 2011
MEG meeting of 9/14/11 legislation update was presented and discussed. This was for information purposes only.
- 4. WRWA Building Fund Request
Building fund request from WRWA was presented. Saia motioned to donate \$1,000. Marsala 2nd. Motion passed unanimously.

Director's Report:

- 1. Director Winkler presented Financial Report & Project Update. Below are the Financials & Investments Update:

<u>Water</u>		<u>Sewer</u>	
EOM Cash Position	\$1,283,000	EOM Cash Position	\$2,211,000
Project Commitments	\$ 6,000	Project Commitment	\$ 5,000

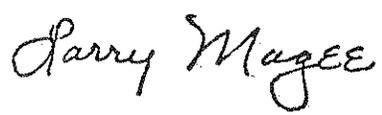
Review and Payment of Bills:

Bills were presented for payment on motion by Saia, 2nd by Marsala. Approved.

Next meeting is scheduled for Thursday, October 20, 2011 at 4:45 P.M.

Adjourn:

The meeting was adjourned at 5:40 PM.



Secretary

CITY OF LAKE GENEVA TREE BOARD MEETING MINUTES

September 21st 2011

Voting members present: Doug Elliot, Bob Fleming, George Troupis, Bill Mott: Others members present: Jon Foster City Arborist, Doug Skates Park Board Chairman

George Troupis called meeting to order at 6:00 o'clock P.M.

Minutes from July 20th were unanimously approved. No public comments were given, and there was no park board report.

The city arborist was asked to give his report: He requested to have 6 trees approved for removal. One tree was rejected because it was not hazardous or dying, the other five Bob Fleming motioned we approve Doug Elliot seconded the motion, and 5 were approved unanimously. The addresses for these removals were: 1003 Main St., 406 Spring St., 420 Elmwood, 717 Gardener, 601 South Lake Shore Drive.

Discussion ensued concerning the tree replacement budget, George Troupis and Bill Mott discussed concerns on why the replacement program was removed from the budget and others added comment, Bill suggested the board members attend the Committee of the Whole October 3rd, and voice their concerns. George further discussed concerns for loss of trees in the community from EAB (Emerald Ash Borer) and from other trees removed. Mention was made of the 300 city terrace ash trees to be lost and the possible 3000 private trees within the city limits and the removal of at least 50 trees a year due to disease and hazard. It was stated that if we don't continue to replant we are going to really notice the loss. George and other members plan on voicing their opinions at the upcoming meetings for public awareness of EAB and the replanting program. It was stated that 15,000 dollars has covered most of the replanting program for the past 5 years and that it should be put back in the budget for 2012. George also mentioned the importance of letting the community know that there are treatments for EAB and that we need to get the information to the public.

There was no old business discussed and no comments for open forum.

The meeting was adjourned at 6:45 PM

Respectfully submitted by Jon Foster

**LAKE GENEVA POLICE AND FIRE COMMISSION
MEETING AGENDA
THURSDAY, SEPTEMBER 8, 2011, AT 7:00 P.M.**

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

1. Call Meeting to order
2. Pledge of Allegiance
3. Roll Call
4. Comments from the Public reference agenda items only. Comments are limited to a maximum of five minutes
5. Acknowledge Correspondence
6. Approval of minutes from the regular meeting held on August 4, 2011
7. City email addresses and on line access to agendas, minutes, and packets
8. Police Department Business:
 - a. Approval of bills for the Month of August 2011. Operating in the amount of \$277,267.67 and Capital in the amount of \$12,638.29, for a total of \$289,905.96
 - b. Request to transfer purchase of Tasers in the amount \$3,104.54 from line item 41 21 00 9078 to line item number 41 21 00 1132
 - c. Accept a \$100.00 donation in recognition of Officer Keller
 - d. Accept donation of \$17.00 from the Marathon Station
 - e. Wage Reimbursement from the Department of Administration
 - f. Approve 2012 Budget
 - g. Accept resignation from Booking Officer, Ryan Lonergan
 - h. Correspondence received by Chief
Thank you for Officer Ward
 - i. Monthly Activity reports
 - j. Items to be forwarded to Council
9. Fire Department Business:
 - a. Approval of bills for the Month of August 2011. Operating in the amount of \$47,546.36 and Capital in the amount \$4,702.65, for a total of \$52,249.01

- b. Memorandum of Understanding between the Lake Geneva Fire Department and Paratech Ambulance for coverage in Geneva Township
 - c. Fire Inspection Fee Ordinance Update
 - d. Capital Projects update
 - e. New Ladder Truck Update
 - f. Sale of old Ladder Truck
 - g. Airboat Repairs and Cost
 - h. Succession planning
 - i. EMS Committee Report
 - j. Approve 2012 Budget
 - k. Monthly Activity Report for July and August
 - l. Venetian Festival Report
 - m. Thank you cards from: Simple Café, Mrs. Mary Brault, and Geneva Hills
 - n. Paratech Report
 - o. Items to be forwarded to Council
- 10. Agenda items for the next regular meeting October 6, 2011
 - 11. Motion to go into closed session per Wisconsin State Statute 19.85(1)(c), considering dismissal, demotion, licensing, or discipline of any public employee, specifically fire department employee.
 - 12. Motion to return to open session under Wisconsin State Statute 19.85(2)
 - 13. Discussion and action on closed session items if needed
 - 14. Adjourn

A quorum of the City Council may be present to gather information; however, no formal Council action will be taken.

**City of Lake Geneva
Board of Park Commissioners
Regular Meeting**

September 7, 2011 6:30 PM

MINUTES

Call to Order:

The Board of Park Commissioners was called to order by President Doug Skates. DPW Dan Winkler read the roll.

Roll Call:

President Doug Skates X , Lynn Hassler X , Barb Philipps-Hartigan X ,
Rick Steinberg X , Peggy Schneider X , Dave Quickel X , John Swanson
 X , Ald. Al Kupsik X , Mayor Jim Connors X .

Staff & Aldermen Present:

DPW Daniel Winkler X

Public Present:

Paul Lewis, BSA Troop.

Approve the Minutes of the Prior Meeting:

It was moved by Hartigan to approve the minutes of the August 3, 2011 Meeting, seconded by Hassler, and the meeting minutes were approved 9-0.

Public Input:

Mr. Lewis spoke on behalf of the Rocket Launch request his troop made to the Commission for Dunn Field on September 17, 2011.

Permits:

Mr. Lewis was present to answer questions regarding his request of September 17, 2011 for use of Dunn Field for the Boy Scout troop's rocket launch competition. The request was approved 9-0 after a motion by Quickel and second by Swanson.

Park Assignments/Repair Update:

President Skates handed out all Commissioner park assignments. There was some question as to where Gateway Park and Hidden Woods were located. Mayor Connors was going to check with Mr. Brugger. Commissioner Swanson brought up some work needed to the split rail fence along the bike trail by Curtis Street and some silt fencing still in the ground along the path on the way to the YMCA. Also mentioned was consideration of mowing paths around and through the dog park at Four Seasons in lieu of mowing the entire area.

Old Business:

Skate Park Location Update/Progress/Next Steps-President Skates said the next step is to bring Mike from ASD to the September 26th Council meeting to get final approval of the design, verification on funding, and the nod to bid. DPW Winkler mentioned that ATC didn't appear to have an easement document but requested a site plan with grades to review.

Dog Park Discussion-There was discussion of the timing of moving forward with the dog park & fencing. Kupsik wished to proceed. Swanson and Steinberg wished to see the previously discussed location expanded in size as did Mayor Connors. The consensus was to look at the area now that it has been mowed for unevenness. Skates mentioned the area is peat based and will always have some unevenness. Quickel and Hassler thought the dog park discussion should wait until after the skateboard park had moved forward so the Commission doesn't lose focus on its priority project. This item was by consensus continued to the next meeting to give all a chance to see the mowed site for themselves.

Eagle Scout Project at Veterans Park. Plan & Schedule Discussion- DPW Winkler provided copies of scout Fleer's Eagle Scout proposal with paint color selections. It was moved by Kupsik and seconded by Hartigan to proceed with the project with Winkler choosing the colors onsite with the scout.

Footnote: DPW Winkler met with the Boy Scout on 9/8/11, gave him the signed project agreement, discussed the project details, and selected matching colors. The tentative schedule is to do the work the weekend of 9/17 or 9/24. This includes the storage garage, columns on the concession building and baseboards on Field #5.

Park Signage Verbiage – Ald. Kupsik-This item was continued to either the January or February 2012 meeting.

New Business:

Steinberg inquired as to the status of the replacement of the name plates and signage at Donian Park. President Skates indicated he would follow up on this item. DPW Winkler said the Women's Garden Club already provided a \$1,200 check (which was verified) for replacement of the boards and name plates.

Mayor Connors mentioned the Donian Park sign at Center Street was cracked and in need of repair.

Adjourn:

The meeting was adjourned 9-0 at 7:34 PM after a motion by Skates which was seconded by Kupsik.

Next Regular Meeting-October 5, 2011 at 6:30 PM.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'D. S. Winkler', with a large, sweeping flourish extending from the end of the signature.

Daniel S. Winkler, P.E.
Park Commission Secretary
& Director of Public Works & Utilities
09/09/11

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

Finance Committee

Thursday, September 8, 2011 at 7:00 a.m. (Director's Office)

Present: Krause, Kundert, Oppenlander Also present: Peterson

After reviewing outstanding bills, Kundert approved a recommendation to the Library Board to approve \$43,545.67 in General Funds and \$321.01 in Donated Funds.

Board of Trustees Meeting

Thursday, September 8, 2011 at 8:00 a.m.

Call to order

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

Roll call

Members present: Brookes, Eckola, Jones, Kersten, Kundert, Oppenlander Also present: Peterson and Benson

Adoption/Amendment of agenda

Oppenlander asked for a motion to approve the agenda. Kundert made a motion to approve the agenda. Eckola 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 August 11, 2011 meeting. Kundert made a motion to approve the minutes of the August 11, 2011 meeting. Kersten seconded. Motion carried unanimously.

President's Report

Oppenlander reported that the windows from the Geneva Lake Hotel have been delivered to the Library from UW-Milwaukee. Peterson reported on plans for an upcoming program in conjunction with the installation of the windows. Discussion followed. Kersen made a motion to approach the Foundation to cover the cost of installation with the supervision of Frank Scott. Eckola seconded. Motion carried unanimously.

Oppenlander reported that the Library has received a credit of \$994.00 from Microsoft in a class action settlement. The Library has put the money toward the cost of two computers with that credit.

Oppenlander reported that Library staff has heard requests from patrons to have more parking space for handicapped near the Library. Peterson will submit request to Dennis Jordan.

Building & Grounds

Peterson reported that ECW will complete work on the lighting upgrade tomorrow. Loan application has been signed by City Administrator and submitted to Alliant Energy.

Peterson reported that Advantage Alarm will install new security lock on workroom door next week.

Peterson reported that Roy DIBlik from Northwind Perennial Farm will submit a proposal for lakeside landscaping to be reviewed at October Board meeting.

Finance/Endowment

Kundert reviewed monthly expenditures and made a motion to approve \$43,545.67 in General Funds and \$321.01 in Donated Funds. Eckola seconded. Motion carried unanimously.

Kundert led a discussion on the proposed 2012 budget. Discussion followed. Kundert made a motion to approve proposed 2012 budget as presented to the City tomorrow. Eckola seconded. Motion carried unanimously.

Director's Report

Peterson reported on current service statistics. Library staff checked-out over 16,000 items in the month of August, making it the busiest month on record.

Benson reported on the 9/11 program and upcoming adult and youth programming.

Adjournment

Kersten made a motion to adjourn at 8:55 a.m. Kundert seconded. Motion carried unanimously.

Next meeting: Thursday, October 13, 2011 at 8:00 a.m.

Respectfully submitted,

Diane Jones
Secretary

**LAKE GENEVA HISTORIC PRESERVATION
COMMISSION MEETING AGENDA
SEPTEMBER 8, 2011 – 6:30 P.M.
LAKE GENEVA CITY HALL**

1. Meeting Called to Order
2. Roll Call
3. Approval of minutes of Historic Preservation Commission Meeting of 8/11/11.
4. Comments from the public and correspondence.
5. Reports from the Geneva Lake Area Museum and the Maple Park Homeowners' Association (including work on new sidewalk, new fence and reinstallation of sign at Maple Park).
6. Update re: New Historic Railway Sign at Sage Street, ongoing discussion on additional Historic Railway signage at former Lake Geneva Railway Depot site and continuation of the proposed "Railroad Heritage Trail" through the City of Lake Geneva.
7. Report re: the status of the Geneva Theater Building at 244 Broad Street in Lake Geneva and the September 6, 2011, meeting of The Friends of The Geneva Theater re: creation of a Community Cultural Arts Center and the www.friendsofgenevatheater.org website.
8. Update re: discussions with Rick Bernstein of the Wisconsin Historical Society for the proposed Cemetery Restoration program at Pioneer Cemetery and Horticultural Hall on Friday, May 18, 2012.
9. Report re: potential projects for the balance of the 2011 fiscal year such as the Historic Railway Depot signage, preparation of a Historic Lake Geneva Walking Tour brochure and potential future "Tales of Lake Geneva" educational presentations.
10. Discussion re: any additional promotional ideas for the Historic Preservation Commission including promotions with the National Trust for Historic Preservation and updates on the L.G.H.P.C website www.historiclakegeneva.org.
11. Review of Plaque Program and status of recent applications and any other business, including Historic District design reviews and review of materials from the Wisconsin Historical Society and the National Trust for Historic Preservation.
12. Adjournment

The Board of Commissioners held their meeting on Tuesday, September 6th, 2011 at the cemetery office at 5:00 pm. Those present were Evon Fredrickson, Sturgis Taggart, Arlene Krohn and Marian Tolar.

The minutes of the previous meeting was read and a motion was made by Evon Fredrickson to accept the minutes. Seconded and carried.

Correspondence: Thank you from Burley Brellethin for the gift certificate the Cemetery gave to him for the painting of Pioneer fence. The paint was furnished by the Water Dept. and the labor no charge. Permission was given to the Wi Historical Society in Madison to have a special day on May 18th, 2012 at Pioneer.

A letter dated Aug. 28th, and received on 9/1, was received from Dan Sheldon resigning from the Board of Commissioners. It was with much regret, a motion was made by Sturgis Taggart to accept Dan's letter. Seconded and carried.

The Treasurer's reports for June, the quarterly, July and August, 2011 were reviewed and discussed. A motion was made by Evon Fredrickson to accept the reports. Seconded and carried.

Financial reports for 5/28 to 7/31/11 from Edward Jones were reviewed.

Unfinished business: Landscaping and clean up were completed in June. stairs were redone with a concrete coating by Craftsman in a few area's near hills, etc. The John Deere tractor was received and in use.

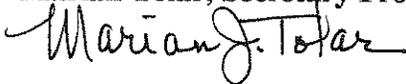
New Business: Bids are to be received on a new truck to present to the City with our budget. The Mayor will make an appointment to the Board and present it to the council for their approval.

The rest of the meeting was spent on preparing the 2012 budget, although we have read and have been told their will be no increases, our amount will stay the same. This will be the third year we are staying at the same amount, even though there were increases.

There being no further business, the meeting adjourned.

Respectfully submitted,

Marian Tolar, Secretary Pro-tem



CITY OF LAKE GENEVA
626 GENEVA ST.
LAKE GENEVA, WI 53147

PARKING COMMISSION

THURSDAY, SEPTEMBER 29, 2011 – 6:00PM

CITY HALL BUILDING, CONFERENCE ROOM 2A

AGENDA

1. Call meeting to order
2. Approval of Minutes of July 14, 2011 Meeting
3. Comments
4. Parking System Update
5. Parking Objectives
6. Signage
7. Agenda items for next meeting
8. Adjournment

Submitted by Kevin Fleming, Chair

This is a meeting of the Parking Commission.
No official action will be taken; however a quorum of the Council may be present

9/26/2011 12:30 PM
cc: Committee Members: Martin Smith, Dennis Swangstu, John Button, Kevin Fleming, Alderman Marsala, George Hennerley
Mayor & remaining Council
Administrator, City Clerk, Department Heads, Attorney, Parking Dept.

City of Lake Geneva
Communication Committee
Agenda
Sept. 19, 2011

The regular meeting of the Communications Committee will be held the third Monday Sept. 19, 2011, City Hall, 626 Geneva Street, Lake Geneva, WI in the second floor meeting room at **6:00 p.m.**

Call to order.

Roll Call.

Minutes of the Prior Meeting. Approve minutes from June 22, 2011

Public Comments.

Agenda Items:

- 1.) Discuss Jeff Miskie's WIFI proposal for the New Parking system.
- 2.) Agenda Items for Oct. 19th meeting

Future meeting date: Oct. 19, 2011

Adjourn.

Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made to the City of Lake Geneva at 262-248-3673 with as much advance notice as possible.

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

GENEVA LAKE ENVIRONMENTAL AGENCY
Minutes of the July 21, 2011
Board of Director's Meeting

Present: D. Bowman, T. Woods, G. Roth, T. Peters, W. Wagner.

1. Meeting called to order by Chairman Bowman at 7:00 pm.
2. **Motion by G. Roth to accept the July 21, 2011 meeting's minutes with the following corrections, in items 7b and 7c, arraignments is changed to arrangements. CU.**
3. **Motion by T. Woods to accept the Bookkeeper's report of the Balance Sheet and the Income Statement. CU**
4. Staff Reports:
 - a. After a few comments about his the lake and this summer, **a motion by G. Roth to accept the Director's Report. CU**
 - b. W. Wagner gave an update on the car rally planning. **Motion by G. Roth to accept the Intern's Report.**
5. Old Business:
 - a. Peters reviewed the groundwater and well sampling info meeting held last weekend and discussed the upcoming bottle distribution and fee collection for this weekend.
 - b. Some additional info on the car rally planning was discussed.
 - i. A tentative Event schedule showing needed volunteers was discussed and will be sent to all board members.
 - ii. Peters mentioned that he will be meeting with the LGPD next week to discuss the parade.
 - iii. Peters reviewed the insurance rider for the car rally. Motion by T. Woods to accept the rider.
 - c. Peters discussed the lake wide beach testing results and protocol for exceedences.
6. New Business:
 - a. Discussion on advertising and timeline for the replacement of present administrative assistant.
 - b. Peters mentioned that he hopes to keep the per community request the same as last year. He asked for the representatives to keep him up to date on the budget process in their community.
 - c. Several upcoming meeting were discussed along with the GLEA position and Peters' attendance at the meeting. He will attend the Lake Geneva Hearing on the Hummel Property and listen to issues. If he is to say anything it is to be relative to the lake. Peters will also attend the Fontana's 8/29/11 meeting on their zoning rewrite.
 - d. Peters presented the new Aurora Contract. Discussion followed. **A motion by T. Woods to sign the contract with the details relative to how the GLEA meets its obligation to be addressed next meeting when specific obligations are known.CU**
 - e. Peters noted the flyers on the County's Clean Sweep Program.

7. G. Roth mentioned that the cribs on W. Bay's swim piers are being replaced. They anticipate Geneva Street being closed within the next month for bridge repair.
 8. Next meeting set for Sept 15, same time and place.
 9. Motion to adjourn by T. Woods at 8:05pm. Cu
-

GENEVA LAKE ENVIRONMENTAL AGENCY

Board of Director's Meeting

Aurora Campus Board Room

September 15, 2011

7:00 pm

Preliminary Agenda

Car rally

Well tests

Administrative Assistant/bookkeeper

Volunteers

Boat count

Season's beach result

Geneva Lake Environmental Agency
Director's Report
Aug. – Sept 2011

-The informational meetings on well testing, held on Saturday at both the Chapel on the Hill and the Linn Town Hall, were attended by about 50 people. The following Saturday, 59 well sample kits were handed out for well water sample collection. The following Monday I delivered 59 well water samples to the State Lab of Hygiene. We received the results back this week and are working on recording and analyzing them. In general the test results found few problems. The largest number of "bad" samples were the total coliform with 13 of the 53 samples finding coliform present. Only one of those had E-coli present. 17 of the 52 samples had arsenic present. Seven of those exceeded the drinking water standard of 10 ppb. All samples had some chloride yet none of them exceeded the drinking water standard of 250 mg/l. Five of the 52 samples had nitrate present but none of them had levels in exceeded the drinking water standard of 10 mg/l of nitrogen. In summary of a total of 222 tests were ran on total 53 samples with 21 (9.5% having some type of an exceedence of drinking water standard. Most of those (13) were the results of total coliform being present. The presence of total coliform indicates that there are pathways into the water system that may allow other pathogen and pollutants to enter the water. It should be noted that only one of the wells with total coliform tested positive for the presence of E- coli. These results are being looked at and reviewed in terms of areas and relation to past testing. All parties will be sent a letter explaining their results.

-The Lake Geneva Garden Club awarded us a \$1000 grant for the preparation of a Summary Information Sheet on the results of the well testing program. I hope to get this SIS out this fall or early winter. The Geneva Lake Association awarded us a \$1500 grant to assist with our intern program.

-With the help of the WDNR and NASA Geneva Lake was chosen for some satellite imaging. Two flyovers took place with only one being successful due to cloud cover. While the satellite was passing over we were on the lake collecting data and samples to correlate with the different spectra-imaging that will be done with the satellite images.

-With the help of the Water Safety Patrol we conducted the annual Geneva Lake docked and moored boat count. We are still waiting for some of the dry storage number to come in so we do not have final numbers.

-As of the meeting we have done two samplings for spiny water flea on Geneva Lake. Samples are collected at five different locations around the lake towing a large plankton net through the water at different depths.

-We received 45 applicants for the Adm. Asst. - Bookkeeper position. We short listed it down to 4 and interviewed. We will be notifying them of our decision early next week.

-In an attempt to link the Geneva Lake Level Corporation's lake level gauge and our USGS lake level gauges, we will be resurveying both gauges back to a common sea level bench mark.