



COMMITTEE OF THE WHOLE

MONDAY, NOVEMBER 7, 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 October 3, 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.*

11/04/2011 9:30am
CC: Aldermen, Mayor, Administrator, Attorney, Department Heads

COMMITTEE OF THE WHOLE
MONDAY, OCTOBER 3, 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 Hartz.

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

Marsala/Hartz motion for approval of Minutes from September 6, 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.

Finance, License & Regulation Committee, Alderman Krause

Alderman Krause reported they started today with the budget process, meeting from ten to noon, and heard from the Police Department, Fire Department, DPW and Library. Tomorrow they have the rest of the departments, from ten o'clock until noon. Thursday, from six to eight o'clock, they will continue the budget process. The League of Municipalities has a workshop this month, October 19 - 21; if any of the aldermen would like to attend, they should notify the City Administrator or City Clerk. Administrator Jordan explained that in the past there has sometimes been good attendance by our Council people; they have an economic development panel discussion, as well as discussions about open meeting laws, Robert's rules of order, along with other helpful presentations. At Alderman Krause's request, he read off the schedule of subjects to be covered.

Personnel Committee, Alderman Hartz

Alderman Hartz reported that pending is the Council approval of the contract for the City Clerk. Administrator Jordan added that, under the new Act 10 & Act 32, communities are expected to come up with a new grievance procedure because what the governor did ends union contracts for certain unions. We hesitate a little because we have union contracts going until December 31, 2013 and most of the other staff have contracts. These would include discipline and termination issues, but the legislature put a third component on for safety violations. Because of that, we need to do all three of those, the termination process, discipline process and safety violation process, customizing it to our city and our employees. It will be brought to the next Finance Committee meeting with what we have so far. Alderman Hartz agree that it should go to Finance first and then to Personnel if needed.

Public Works Committee, Alderman Mott

Alderman Mott reported that current discussions include a possible museum parking lot, north Broad Street lighting replacements, private drives, shoveling of sidewalks, and Veteran's Park benches and scoreboards. Alderman Krause read an email from Cheryl Ryan requesting that several trash containers be left out in the winter, specifically by the two trails on Curtis Street. In addition, she asked that the trails past Aerial Adventures be kept clear during the winter, as she was told this was designed as a cross-country skiing area; it is only a sixth of a mile section and connects Townline Road to South Street, which are usually plowed. She also asked for plowing of the Townline Trails heading east past the vet's clinic, as those walking are forced to walk on Townline Road if they are trying to walk to Southwind Prairie Homes. Alderman Marsala commented that the five scoreboards at Vet's Park cost only

\$2500 each to replace and perhaps local organizations or individuals would be interested in contributing or sponsoring a board.

Piers, Harbors, & Lakefront Committee, Alderman Marsala

Alderman Marsala updated the Committee on the numbers for the season. Total receipts from the beach were \$326,237, our highest year ever. The launch brought in \$27,825, down about 13%. So far this year the catering receipts for the Riviera are at \$30,700. We have had 51 bookings at the Riviera this year so far, which is an increase of 24%. Mr. Gray has done a superb job of marketing and the remodeling has helped a lot, making the Riviera a lot more desirable now than it was a couple of years ago. The total receipts for the 32 years that the beach has been under city control is 4.5 million dollars. Joe Clifford and George Steffen have been the same two people running the beach since the city took it over and they have been doing a very good job. At the next meeting, they will be talking about relocation of the kayak racks, the possibility of providing paddle board racks, and bathroom closing times at the west end of Library Park. Police Chief Rasmussen said it is not closed exactly at 9:30pm; they kind of play the traffic and the weather. He didn't feel closing them at a set time would be a smart thing to do for security issues. Alderman Krause asked about bathrooms being open for the winter; discussion followed as to which bathrooms are heated and whether they were open for Winterfest. Alderman Hartz questioned whether the Police Chief is the right person to make the public relations decision on when the bathrooms are open. Alderman Marsala explained that the Police are the ones who lock and secure the bathrooms and the Chief's concern is about vandalism and trouble down at the dark end of the park. The longest-open bathroom is at the library. The Police Chief also felt giving specific hours would increase vandalism and people hanging around. Alderman Kehoe brought up the possibility that people may also be using it for a shelter. A discussion followed on what bathrooms are heated, expense of keeping heated ones open in the winter, extending summer hours of bathrooms being open, and the possibility of portable bathrooms in the winter.

Utility Commission, Aldermen Marsala and Hartz

Alderman Hartz reported that two items will be coming in front of the Council. The first is the Utility Commission contemplating renting out space to a company that wants to put up a cell phone tower and the second is cross-connections plumbing inspections that the State is requiring in all homes and businesses. There is an ordinance that needs to be written in addition to a determination of the cost and who bears the cost for these inspections. Alderman Marsala noted that this will also require a certified inspector which we do not have on staff at this time. Alderman Kupsik added that a licensed, certified plumbing contractor can do the inspection.

Tree Board, Alderman Mott

Alderman Mott reported that Arborist John Foster was in attendance and said five trees were approved for removal. During discussion of the tree replacement budget, mention was made that 300 city terrace ash trees and possibly 3,000 private trees within the City limits will be lost; there will be removal of at least 50 trees a year due to disease and hazard. If we don't continue to replant, we are going to really notice the loss. \$15,000 has covered the replanting for the past five years, but nothing has been done for the past three of those five years. They also are letting the community know there are treatments for EAB and we need to get information out to the public. Alderman Krause added that the budget for the last few years has not had any funding for trees outside of TIF. Alderman Krohn commented that trees have been planted on Center Street within the last month and wondered where the money came from for those. Alderman Mott suggested those might be donations. Administrator Jordan noted that sometimes when trees were purchased for the TIF, there were other trees added gratis because of the time of the year; we used those in other areas and really appreciated the

extra trees. Alderman Marsala said that DPW Director Winkler asked for an additional \$15,000 in his budget for planting trees outside of the TIF district because we haven't planted many trees in the past five years.

Police & Fire Commission, Alderman Krause

Alderman Krause gave an update on the Fire Inspection Fee ordinance. The Council denied the concept of having the fee added to the tax bill and PFC is still trying to find a way to cover the \$10,000 increase. We are trying to find the most efficient way to cover these fire inspection fees. There was discussion on the billing procedure the company uses now, on-site billing, possibly changing companies, soft-ware that allows on-site billing and pre-paid billing.

Planning Commission, Alderman Hartz

Alderman Hartz reported they acted on all the items at a previous meeting, so there is nothing to report.

Board of Park Commissioners, Alderman Kupsik

Alderman Kupsik reported that the skate board park location has been approved so there will be a continuing discussion on that. There was ongoing discussion regarding the dog park. Mr. Winkler has set up a date for the Eagle Scout Project at Veteran's Park. They have continuing discussion on new signage for Library Park and Flat Iron Park next summer. The sign in Donian park is in need of repair. Administrator Jordan commented that Four Seasons Park is really in good shape. Alderman Mott asked why the dog park is not moving along. Alderman Kupsik responded that they are still deciding on the exact location, size and whether it should be divided. Alderman Mott also inquired about the washrooms and concession stand building at Vet's Park; those facilities are somewhat limited and in need of remodeling. Alderman Krause wondered what would happen to the dog park if that property is developed. Alderman Kupsik said they want the dog park to be temporarily permanent so if the property is developed, they would just have to take the fence down and remove posts. Mayor Connors mentioned that the people who have the concession stand requested a two-year lease; they have been well received and no one has heard any complaints about them.

Library Board, Alderman Krause

Alderman Krause reported most of the meeting was dealing with the budget. They have the window from the Lake Geneva Motel installed as a semi-permanent display. They checked out over 16,000 items in the month of August. They had an interesting conversation on technology, how electronic media might affect libraries in the future and whether there would still be a need for expansion. Both Alderman Krause and Alderman Mott expressed nothing but praise for the Lake Geneva Library and how well it is run.

Historic Preservation, Alderman Kehoe

Alderman Kehoe reported that she will be discussing the budget tomorrow. Some of the requests they propose will have to come out of the general fund or they will have to cut back on some things. They are trying to preserve the theater and are having their first fundraiser soon.

Cemetery, Alderman Krohn

No meeting, no report.

Parking Commission, Alderman Marsala

Alderman Marsala reported there was on-going discussion about the new parking system. One of the concerns expressed by Karri Johnson was that if the kiosks are all solar, what would happen when thick ice accumulates on them, as opposed to the hard-wires which have

heaters in them. There will need to be some ordinance changes put in place once the system becomes functional. The hand-helds are capable of reading bar codes so it might be something that could be incorporated when it is time for new parking stickers. They discussed possibly picking up six parking spaces in front of the theater, now that it is closed, but a question came up as to whether there is a fire code related to that space being open. Alderman Marsala talked to Fire Chief Connelly and he said there is, in fact, a code so no decision can be made on that until we know how that space will be utilized. The library wants to give up one of their 12-minute spots and make it another handicapped. The Commission will be reviewing all the handicapped parking in the city to determine if there are any that should be added, changed or relocated. The landscaping for the parking lots is going out to bid; they were very unhappy with the company that did it this year. Shuttle service for Oktoberfest is set up; it will be well-publicized and was very popular last year. Alderman Kehoe suggested that a special meeting on parking be held in Council Chambers for the community before the final public hearing on the budget; there are many ideas that need to be discussed. Alderman Marsala said the Parking Commission is working on a questionnaire that would go out to residents, employers, and employees as to what they feel the parking needs are; they want to try to come up with a plan that accommodates everyone. Alderman Hartz calmed the heated discussion by explaining that the issue raised in the letter they received really was the about the parking ticket and being ten minutes late to the meter; the new kiosk system will address that in a way that makes it a much friendlier system. He added that the kiosk system is not designed nor was it requested as an answer to the issues of parking. The form that Alderman Kehoe referred to was presented at the last meeting and was generated by a couple of businesses downtown, not by the City. They were just offering their support for the kiosk system. He reiterated that his understanding of the questionnaire that will be going out is based on the overall issue of parking; it doesn't have anything to do specifically with the kiosk system we are purchasing. Discussion followed on feeding the 12-minute meters, community input at the next parking commission meeting and handicapped parking. Mayor Connors noted that the primary purpose of meters of any type is to insure turnover at the parking stalls; the fact that it generates revenue is just an added bonus. If parking were free, someone could park in a stall and stay there all day, which would do no good for the businesses.

Communications Committee, Alderman O'Neill

Alderman O'Neill explained they did not have a quorum. They had an informative discussion, but no action was taken. Alderman Hartz opined that it would be great if the public could be completely informed, instructed on how to use the new kiosks and be shown the benefits. The Communications Committee is supposed to function as a conduit for cable TV, contracts and that kind of thing. There is a provision where they can provide facilities and equipment needs necessary for video electronic digital information distribution to the staff and to the public, but it would be nice if the ordinance was changed so they could go beyond just electronic media and get to printed media that would allow the Communications Committee to participate in the public relations effort on behalf of the parking kiosks. We have a real opportunity to do this well and have the public on board, but that requires an awful lot of communication with the public. Alderman O'Neill added that we need to figure out how it is going to work before we try to explain all the detail behind it. Administrator Jordan said it was mentioned at a staff meeting and every department said they would be more than willing to go out and help door-to-door downtown to help explain the system.

Avian Committee, Alderman Marsala

No meeting, no report. They need two more citizens to volunteer to be on the committee so they can meet. Certain criteria need to be met before the end of the year for us to maintain our status.

Chamber of Commerce, Alderman Krause

Alderman Krause reported that Oktoberfest is this Saturday and Sunday. They had a follow-up discussion about the annual meeting. They added six new members this month. Gentlemen from both the Abbey and Grand Geneva spoke, forecasting their thoughts on the up-coming 18 months; their bookings are really up. Alderman Hartz said he suggested to Kevin Fleming about using the Chamber website for job postings for member organizations and would like to see that on the agenda.

Lake Geneva Museum, Alderman Mott

Alderman Mott reported that they wanted him to mention they are going to be asking for \$18,000 from the City for their budget. They will be distributing Halloween bags to children at their Halloween Costume Parade on Sunday, October 30. There are plans to have an event this fall to acknowledge the completion of the Ceylon Court framework. They had 451 patrons in August. They have a volunteer named Doug Schadewald who has been retyping the Annals of Lake Geneva. They now have a clawfoot bathtub, a B.G. O'Rielly display, and a diorama of the train station donated by Ed Yaeger. They are working on the lawyer display area. A staff appreciation event is scheduled for October 16 at Ryan Braun's. Alderman Krause suggested a calendar that lists all the events in the city would be nice, but was not sure who would best be able to do that. Alderman Kupsik reminded everyone that the City website has links to many of these. Mayor Connors suggested the Chamber may be more in tune with some of the events that we are not aware of and the City could have a link to their calendar that would pick up all those events.

Lake Geneva Economic Development Corporation, Aldermen Hartz & Kupsik

Alderman Kupsik reported they discussed their normal business operations; there was continuing discussion regarding marketing and putting their business park land and other available land for sale. One of their breakfast classes is coming up; the City Administrator will find out when it is.

Geneva Lake Environmental Agency, Alderman O'Neill

Alderman O'Neill reported that the first portion of the meeting was on the car rally which has already occurred. The other big item they covered was the results of the well testing. They tested 53 wells around the lake and only one had e-coli present but seven had arsenic levels that exceeded the drinking standard. These people are informed of it and some of the things they can do to take care of that. One of the better things considering the concern over nitrates coming in from the farmland was that none of the test samples exceeded the drinking standards. One thing they noticed regarding the arsenic is that the deeper the well goes, the more apt they are to find arsenic. He further explained that the arsenic is in the ground itself, not from outside sources.

Marsala/Kupsik motion to adjourn at 8:17pm. 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-----October 20, 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: Brellenthin, Magee, Saia, Esarco, Alderman Hartz and Marsala. Mayor Connors absent.

Minutes of previous meeting approved on a motion by Marsala, Saia 2nd.

Communications:

Water & Sewer Agenda Items:

1. Sanitary Sewer Sliplining Bids - Approval

Sanitary Sliplining bids were discussed. Two bids were received. Visusewer at \$291,377.75 and Insituform at \$373,794.80. Motion to approve low bid made by Saia, 2nd by Marsala. Passed with Visusewer being awarded the bid.

2. Possible Lake Police Boat Storage at Utility Facilities - Discussion

Storage of Lake Police boat was discussed. Space will be allocated at the seepage cell site. Saia motioned, Marsala 2nd to use seepage cell location. Motion carried.

3. City Request for Security/Communication Antennas on Center Street Water Tower - Approval

The City is requesting space on Center Street water tower for three small antennas plus equipment panel. These antennas would be used for alarm systems. Hartz motion, Marsala 2nd to approve the City request. Motion carried.

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	\$1,524,000	EOM Cash Position	\$2,184,000
Project Commitments	\$ 6,000	Project Commitment	\$ TBD

Review and Payment of Bills:

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

Next meeting is scheduled for Thursday, October 20November 17, 2011 at 4:45 P.M. The proposed date for December will be the 15th or the 22nd.

Adjourn:

The meeting was adjourned on a motion by Saia and 2nd by Marsala at 5:20 PM.

Larry Magee

Secretary

CLB 10/21/11

**LAKE GENEVA POLICE AND FIRE COMMISSION
MEETING AGENDA
WEDNESDAY, OCTOBER 5, 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 budget workshop and regular meeting both held September 8, 2011
7. Fire Department Business:
 - a. Approval of bills for the Month of September 2011. Operating in the amount of \$66,579.80, Hydrant rental in the amount of \$57,012.00, and Capital in the amount of \$14,000.00, for a total of \$137,591.80
 - 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. Billing Company Meeting
 - e. Report on new Tower Ladder in-service and sale of old ladder truck
 - f. Succession planning
 - g. EMS Committee Report
 - h. 2012 Budget
 - i. Accept donation of \$100.00 from Geneva Earth Works
 - j. Accept resignation of Firefighter Mike Koller
 - k. Installation of new rear garage doors and openers
 - l. Floor finish and apparatus bay report
 - m. Open House/Wet Down ceremony Saturday, October 8, from noon to 4:00 p.m.
 - n. Thank you from the Burn Center
 - o. Thank you to the Street Department

- p. Monthly Activity Report
 - q. Paratech Report
 - r. Items to be forwarded to Council
8. Police Department Business:
- a. Approval of bills for the Month of September 2011. Operating in the amount of \$262,943.31 and Capital in the amount of \$10,209.00, for a total of \$273,152.31
 - b. Accept a donation in the amount of \$3,614.00 from the Lake Geneva Jaycees. Donation to be used for the purchase of Interlocking Barricades
 - c. Approve the purchase of Interlocking Barricades from Crowd Control Warehouse, in the amount of \$3,614.00; to be paid for with above donation
 - d. Accept grant from the Click it or Ticket program for a speed sign
 - e. Wage Reimbursement received from the Department of Administration in the amount of \$9,670.27
 - f. 2012 Budget
 - g. Bid specs and pricing documents on 2012 squad cars through V.A.L.U.E. in Local Government
 - h. "SWAT" memo of understanding with Walworth County
 - i. Light bar for "Beat the Heat" vehicle
 - j. Correspondence received by Chief
 - Certificate of appreciation to Officer Ecklund from the Wisconsin Dept. of Transportation
 - Thank you note to Officer McClellan
 - Thank you from the ALS Association of Wisconsin
 - k. Monthly Activity reports
 - l. Items to be forwarded to Council
9. Agenda items for the next regular meeting November 10, 2011
10. Motion to go into closed session per Wisconsin State Statute 19.85(1)(f), Considering medical information of specific persons which if discussed in public would have a substantial adverse effect upon the reputation of person(s) referred to: specifically Police Department employee and 19.85(1)(d) Considering strategy for crime detection or prevention
11. Motion to return to open session per Wisconsin State Statute 19.85(2)
12. Discussion and action on closed session item(s) if needed
13. 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**

October 5, 2011 6:30 PM

MINUTES

Call to Order:

The Board of Park Commissioners was called to order by Chair Skates at 6:30 PM. Administrator Jordan called the roll:

Roll Call:

President Doug Skates X , Lynn Hassler X , Barb Hartigan ,
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 , Street Superintendent Ron Carstensen ,
Administrator Dennis Jordan X , _____.

Public Present:

Frank Dobbs, Dave Schuster of Clearwater, Rod Brennan & Martha Fox (concessions),
and Mike Coolidge of the YMCA.

Approve the Minutes of the Prior Meeting:

It was moved by Commissioner Kupsik to approve the minutes of the September 7, 2011 Meeting, seconded by Commissioner Hassler. Motion passed 8-0.

Public Input:

None.

Permits:

Frank Dobbs requested a 5K and 10K Winterfest run out to Snake Road. All fees were paid. About 100 people are expected. Chair Skates moved to approve, seconded by Schneider. The motion passed 8-0.

Request for a half marathon on May 12, 2012 from 7 AM to 3 PM. Estimated 1,000 attendees. Same courses as last year. Commissioner Kupsik moved to approve, seconded by Commissioner Hassler. The motion passed 8-0.

Carol Smith requested Art in the Park for August 10-12, 2012 with same conditions. It was moved by Chair Skates to approve, seconded by Commissioner Schneider. The motion passed 8-0.

There were two requests for memorial trees to be planted in Library Park at the west end, Schmitt and Larsen. It was moved by Chair Skates to approve the Schmitt request, seconded by Commissioner Steinberg. Passed 8-0. It was moved by Commissioner Hassler to approve the Larsen request, seconded by Commissioner Steinberg. Passed 8-0.

Park Assignments/Repair Update:

There was general discussion of the park conditions. Ms. Yolanda Cruz and Ms. Vicki Jacobs appeared to host a volunteer day to help the City. There was also some discussion of the City installing benches along the bike path.

Old Business:

Skate Park Location Update/Progress/Next Steps.

DPW Winkler provided an updated report on the progress. There was also some added discussion regarding the direction given at the last Council meeting.

Dog Park Discussion.

Potential development of the former golf course site was a concern if the park moved forward at this time.

Eagle Scout Project at Veterans Park, Plan & Schedule Discussion.

Chair Skates will check with scoutmaster Odden to determine the progress and report it back at the next meeting.

New Business:

Clearwater Outdoors-wants to continue Paddle Fest. They raised \$600 for water safety patrol and had 400 people participating. Mr. Schuster asked for feedback on the event.

YMCA (Past, Present, Future-Mike Coolidge discussed this past year's activities including: 490 participants for T-ball, Pony League, Dream Team event, recreational soccer, flag football is growing, traveling soccer league participation is down, the annual 5K shamrock shuffle had 90 participants, and that it would be nice to have the fields lit.

Concessions Contract-the concessionaire would like a 2 year contract so they can make an investment in improvements to the stand and plan ahead. It was moved by Commissioner Kupsik to approve a 2-year contract extension, seconded by Commissioner Quickel. The motion passed 8-0.

Home Depot Park Signage-Commissioner Steinberg asked if we could install a park sign.

2012 Budget Discussion-There was some general discussion, and the Commissioners were asked if they had any large items.

Adjourn:

The meeting was adjourned at 8:06 PM unanimously after a motion by Mayor Connors and second by Commissioner Hassler.

Next Meeting-November 2, 2011 at 6:30 PM.

Respectfully Submitted,



Daniel S. Winkler, P.E.
Park Commission Secretary
& Director of Public Works & Utilities
10/06/11

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

Finance Committee

Thursday, October 13, 2011 at 7:00 a.m. (Director's Office)

Present: Kundert, Lafrenz, Oppenlander Also present: Peterson

After reviewing outstanding bills, Kundert approved a recommendation to the Library Board to approve \$63,684.58 in General Funds and \$611.16 in Donated Funds.

Board of Trustees Meeting

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

Call to order

Lafrenz called the meeting to order at 8:10 a.m.

Roll call

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

Adoption/Amendment of agenda

Lafrenz asked for a motion to amend the agenda to include extending library hours on October 22nd under President's Report and to include sound system under Building & Grounds.

Oppenlander made a motion to amend the agenda as proposed. Kundert seconded. Motion carried unanimously.

Lafrenz asked for a motion to approve the amended agenda.

Brookes made a motion to approve the amended agenda. Kersten seconded. Motion carried unanimously.

Disposition of minutes of previous regular meeting and any intervening

special meeting(s)

Lafrenz asked for a motion to approve the minutes of the September 8, 2011 meeting. Kundert made a motion to approve the minutes of the September 8, 2011 meeting. Oppenlander seconded. Motion carried unanimously.

President's Report

Lafrenz reported on the plans for the October 22, 2011 Open House and Program for the installation of the windows from the Lake Geneva Hotel from UW-Milwaukee. Lafrenz asked for a motion to approve extending hours on Saturday, October 22 for this event. Oppenlander made a motion to extend library hours that afternoon. Kersten seconded. Motion carried unanimously.

Peterson reported that the Library has submitted a request for additional handicapped parking spaces to the Parking Commission.

They will meet on October 27nd for further discussion of our request.

Building & Grounds

Peterson reported that the cleaning of the windows and carpet is scheduled prior to the October 22nd event.

Lafrenz reported that the Friends are interested in researching the purchase of a sound system for the Library. Discussion followed.

Finance/Endowment

Kundert reviewed monthly expenditures and made a motion to approve \$63, 684.58 in General Funds and \$611.16 in Donated Funds. Jones seconded. Motion carried unanimously.

Kundert reported that a payment schedule to repay loan for lighting upgrade from Alliant Energy has been established. Discussion followed. Kundert made a motion to amend the 2012 to reflect the Alliant Energy loan payments. Kersten seconded. Motion carried unanimously.

Kundert reported on recent meetings/communications at City Hall regarding the Library's Detailed Balance Sheet. Oppenlander presented his analysis of "Unreserved Fund" which he submitted to Peg Pollitt on October 4, 2011. Discussion followed. The Library Board is waiting for a response from the City regarding Oppenlander's report.

Personnel

Lafrenz asked for a motion to go into Closed Session.

Kersten made a motion to go into Closed Session. Kundert seconded. Motion carried unanimously.

Adjourn to Closed Session per WI Statues 19.85 (1) c
Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the government body has jurisdiction or exercise responsibility

Kundert made a motion to go out of Closed Session. Oppenlander seconded. Motion carried unanimously.

Kundert made a motion to offer Joanne Wollaeger four to nine hours per week as a Library Assistant I in Technical Services through the end of the year. Brookes seconded. Motion carried unanimously.

Director's Report

Peterson reported on the updated Walworth County standards which will be presented to Walworth County Board on October 20, 2011.

Peterson reported on Library Card Sign-Up month and service statistics.

Benson reported on upcoming adult and youth programming.

Adjournment

Oppenlander made a motion to adjourn at 9:40 a.m. Kundert seconded. Motion carried unanimously.

Next meeting: Thursday, November 10, 2011 at 8:00 a.m.

Respectfully submitted,

**Diane Jones
Secretary**

Lake Geneva Historic Preservation Commission Meeting Minutes

October 13,, 2011 6:30 p.m. Lake Geneva City Hall.

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

Those present were: Dee Bark Fiske, Ken Etten, Ed Yaeger, Jackie Getzen, Marcie Douglass and Mary Tanner plus Denny Teichow who is our Web Master, Flora Dell Scarborough representing Maple Park Homeowners' Association and Jennifer Wilson of 1129 Pleasant Street.

Minutes were approved as presented. Motion by Mary Tanner, Seconded by Jackie Getzen.

Comments from the Public: none.

Report from Geneva Lake Museum and Maple Park Homeowners' Association. The Geneva Lake Museum is applying for Grants through Questers to have a large oil painting cleaned and restored, a new ice boat to be purchased and additional work on Ceylon Court. The **Lake Geneva History** book by Sills is being republished and money is need for the publication. There will be a Halloween party at the museum for the local children. There are parking issues which the museum is trying to resolve with the City. New members of the Maple Park Board are George and Karen Troupis.

Update on the proposed new Railroad Heritage Trail. Discussion of the proposed sign indicating the former location of the Railroad Station near Dunn Lumber. Ed Yaeger suggested including a photo in the sign. This would be a duplication of the oil painting that is now hanging in City Hall and would depict the arrival of the train at the Lake Geneva Station. It was recommended that the remaining dollars from this year's budget be applied to the purchase of the sign. The old brick building belonging to Dunn Lumber was also discussed and Jackie and Mary will speak to the Dunns to see if they would be willing to have a plaque on the building.

Report on the status of the Geneva Theatre Building at 244 Broad Street
The Website has been established at www.friendsofgenevatheater.org. The Community Cultural Arts Center 501C3 non profit corporation has been established and several large donations have been received.

Discussions with Rick Bernstein of the Wisconsin Historical Society for the proposed Cemetery Restoration program at Pioneer Cemetery and Horticultural Hall on May 18, 2012.

Ken Etten met with Rick Bernstein of the Wisconsin Historical Society to discuss the cemetery restoration program at Pioneer Cemetery on May 18, 2012, and the efforts by The Friends of The Geneva Theater to restore the Geneva Theatre Building. Greg Odden and the Boy Scouts would be willing to join the Pioneer Cemetery restoration program.

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.

The website has been updated by Denny Teichow.

Review of the Plaque Program and status of the recent applications.

Meeting adjourned at 8:30 p.m.

Dee Bark Fiske

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The Board of Commissioners held their meeting on October 19th, 2011, Wednesday, 1:00 pm, at the cemetery office. Those present were Evon Fredrickson, Clarence Read, Robert Flemming, Arlene Krohn and Marian Tolar.

The meeting was called to order by Evon Fredrickson and he welcomed Clarence and Robert to the meeting. A letter was read from Mayor Connors appointing Clarence Read to finish the term of Dan Sheldon who resigned last month. His term expires May 1, 2012. The Board appointed Robert Flemming to temporarily replace Sturgis Taggart, ill and in the hospital, until things improve, etc. If Sturgis can no longer fill this position on the Board, a replacement will have to be made by the Mayor.

An election was held and Clarence Read was nominated and voted upon to be Secretary.

Minutes of the September 6th meeting were read. A motion was made by Evon Fredrickson, seconded by Robert Flemming to accept the minutes. Motion was carried.

The financial report for September, including the quarterly, Edward Jones statement-Aug to Sept. were reviewed and questions answered. Evon Fredrickson made a motion to accept the Reports, seconded by Clarence Read, motion was carried.

The Board is concerned about Sturg Taggart and will track his progress at St. Lukes Hospital. Get well wishes are sent by all.

Marian Tolar presented the budget to the City on Oct. 4th which was a spur of the moment thing and all went well. We are asking for the third time \$160,000 from the City, along with a new truck which is badly needed. So far we know nothing.

The investments and a different bank were discussed and more consideration will be given at the first of the year.

The next meeting will be on Thursday, December 8th at 1:00 pm due to two of our board members being gone for a few months.

There being no further business, a motion was made by Evon Fredrickson to adjourn, seconded by Robert Flemming, motion carried.

Respectfully submitted,



Marian Tolar, Office Secretary

City of Lake Geneva
Parking Commission
Thursday October 27, 2011 6:00 pm
Council Chambers

1. Call to Order by Chair Kevin Fleming.

Roll Call: John Button, Kevin Fleming, George Henerly (chamber representative), Frank Marsala (alderman), Martin Smith, Dennis Swangstu.

2. Approval of the minutes: No one was asked to take minutes at the last meeting. Martin Smith was asked to be the Secretary for the Parking Commission and he agreed. Kevin and Martin will reconstruct minutes of the last meeting.

3. Comments from the public: Andrea Peterson, Director of the Lake Geneva Public Library, asked for a second handicapped parking space at the library. After discussion Kevin Fleming moved that the handicapped parking space furthest South in Wrigley Drive be moved to in front of the Library. When complete the two handicapped spaces will be on each side of the entrance walk and the two 12 minute spaces will located to the west of the west most handicapped space. It was seconded by John Button. Passed unanimously.

4. Consideration of Council action of October 24, 2011 regarding 2 hour free parking in winter and parking rate increase. A lengthy discussion of the council's action took place. Major concerns included: the parking commission had no input in the council decision and most parking commission members didn't have a copy of what the Council's action was. Statements were made that the city currently receives \$750,000 a year from parking and parking income during winter is between \$8,000 and \$12,000 a month. Many parking options were discussed. Moved by Kevin Fleming that Ordinance 11-31 take effect on May 1, 2012. Seconded by Dennis Swangstu. It passed unanimously.

5. Parking System Update. A brief update was provided. 60 units have been ordered.

6. Parking Objectives. At the last meeting George Henerly and Martin Smith both agreed to work on writing a mission statement for the Parking Commission. These were distributed them to members before the meeting. They were discussed briefly. The mission statement will be worked on during the next meeting.

It is the mission of the paid parking for the City of Lake Geneva to provide efficient, effective and affordable parking opportunities to the public while maintaining a non-property tax revenue stream for the city.

Mission of the Lake Geneva Parking Commission

To provide enough easily available parking in downtown Lake Geneva to meet the needs of visitors and residents during peak and off-peak seasons.

This parking will:

- be close to the driver's destination,
- provide turnover in the immediate downtown area,
- provide a variety of time periods (15 min, 2 hrs, 4 hrs, 6 hrs, 8 hrs),

- be marked by helpful, easy to understand signage (location, time limits, cost, etc., always two driving signs – one before the needed turn or direction change),
- be safe (especially for workers at night),
- meet the needs for quick trips, shopping and dining, the beach, boat rides, etc.,
- allow for quick traffic flow through the city,
- provide parking for bicycles and mopeds,
- be clearly illustrated and explained on the City's and other websites.

7. Parking Ramp. Various costs for parking ramps were shared along with the statement that the city cannot afford a parking structure. It was mentioned that Burlington has a parking structure. The question was asked if we can't build a parking structure what is the city going to do about the serious parking problem during peak tourist times? No action was taken.

8. Oktoberfest shuttle bus. The Oktoberfest shuttle bus worked very well on Saturday and Sunday. A sign on Route 50 told about the bus and other signs directed drivers to the parking area. The bus took a route that avoided traffic. The bus was full during several of the trips. At 2pm on Saturday there were 120 cars parked where the bus loaded. The parking commission agreed that next year they would ask the city to run the same shuttle bus on the weekends of Memorial Day, Labor Day, Oktoberfest, 4th of July, Venetian Fest, Winter Fest, Art in the Park, and Maxwell Street Days.

9. Improving Traffic Flow. Martin Smith distributed pictures of areas where parking spaces blocked traffic flow, particularly on Broad and Main and Main and Cook. Members agreed that these were areas needing attention. Members will look at these intersections and specific recommendations will be written at the next meeting.

10. Main/Center, Main/Broad traffic signals. It was discussed that the lack of left turn signals in some areas and left turn signals that signal left turns even when no one is waiting to make a left turn slow traffic in the city. A traffic signal study is currently being done.

11. Parking Survey. A parking survey has been discussed at several previous meeting and at the city council meeting. Members will bring survey questions pertaining to the stakeholders identified for parking in Lake Geneva:

Parkers, visitors

Business owners (balance the needs of businesses)

Homeowners

1) Homeowners in spillover locations (near central business district)

2) Homeowners in other locations

Employees – 1,500 at peak times

City

12. Agenda items for the next meeting on Thursday, December 1, 2010:

-Mission statement

-Parking Survey Questions

-Improving Traffic Flow at Broad/Main and Broad/Cook.

Martin Smith
Secretary

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

-The 2011 Geneva Lake Car Rally is over. Threatening and actual rain did hold the number of attendees down. The parade went well although the participants were less than last year. Derrick Mayes as Parade Marshal was a good plus. Poker run participants fought Sat. afternoon rain and Sunday morning overcast. Sunday afternoon's weather turned sunny and the Rally went well. All participants numbered less than last year. The Sunday dance was not well attended and ended financially in the red. Overall, we made a little more than last year due primarily to reduced costs. More breakdowns of income/costs will be discussed at the meeting.

-I have been working on the budget. As I stated last month our request per community will be the same as it has been for the last several years, \$20,000. Projections for 2011 end of the year numbers look very good for coming in on budget. Excluding the car rally we are ahead of budgeted donations for 2011. By the meeting I will have a preliminary budget sent to all the communities and for discussion/action by the board.

-Working with the US Geological Survey, the City of Lake Geneva, and the Geneva Lake Level Corp. (GLLC) we have been able to have the lake outlet surveyed with several elevations shot in from registered bench mark. Hopefully we will be able to better understand the difference between GLLC gage and the USGS gage.

-On Wed. Oct 12th the GLEA hosted a field trip with 12 students from the Wisconsin School for the Deaf. The field trip included lake, stream and pond sampling, and water quality analysis with discussion on the results. We also did a trip to the atmospheric monitoring site and presented power point presentations on water and the GLEA. It was an enlightening experience for all.

-All 59 well test results have been logged in and forwarded to the owners. Owners of wells that had their test results exceed the drinking water standards were sent special letters explaining what the values meant and recommending options. No wells exceeded the drinking water standards for nitrate and chlorides. A breakdown of the results with some mapping will be available at the meeting

-We have prepared a donation request for the Lake Geneva Canopy Tours. Applications are due in November with donations awarded in Dec. They usually designate a few organizations per year to receive a portion of their sales.

- Although Aurora is on a different fiscal year, because the money for the Aurora –GLEA partnership comes from a federal grant the term of our agreement with them is from Oct. 1 – Sept 30.

-I have finished the boat count numbers and total boats are up 221 boats (4.4%). PWC had the biggest % increase of 9.7 with a total increase of 61. Motor boats had the largest numerical increase with 150 (4.8%) more in 2011 than 2010.

-With the onset of fall and reduced sunlight, ozone monitoring will end for this season on October 17th. The other atmospheric monitoring will continue as usual as is the lake and outlet sampling. Beach sampling is over for the season. A second spiny water flea sampling was conducted in September.

Twp.