

# CITY OF LAKE GENEVA

626 GENEVA STREET  
LAKE GENEVA, WISCONSIN 53147  
(262) 249-4098 • Fax (262) 248-4715  
www.cityoflakegeneva.com



DENNIS E. JORDAN  
CITY ADMINISTRATOR

## PARK BOARD

### MINUTES

**Date:** July 13, 2012

**TO:** Chairman Doug Skates and members of the Park Board

**FROM:** Dennis E. Jordan  
City Administrator

**Subject:** July 11, 2012 Park Board Meeting at City Hall at 6:30 pm.

**Members in attendance:**

Chairman Skates and members Hassler, Kupsik, Quickle, Schneider, Steinberg, Swanson and Mayor Connors

Excused: Hartigan

Staff Present: Administrator Jordan

Others in attendance: Alderman Mott, Patricia Schroeder

Moved by Kupsik and seconded by Steinberg to approve the minutes of the June 6, 2012. Passed unanimously.

There was no public input.

**Permits and Park Donations:**

1. Scott Golden on 9-29-2012 from 8 am to 6 pm at Flat Iron Park. 45 people. Fees are paid. Kupsik motion to recommend approval to Common Council 2<sup>nd</sup> Hassler. Passed unanimously.
2. Brae Blakely – ZOOMA Bike Race. Flat Iron Park – 10-20-2012 - 4am to 2 pm – there will be a tent - 1000 participants and fees are paid. Impact fees are being discussed with the group for EMT's, Police, and Streets. They understand these impact fees need to be paid before the event takes place. Moved to recommend approval by the Common Council by Quickle 2<sup>nd</sup> by Skates. Passed Unanimously.
3. Pat Schroeder – Lake Geneva Marathon – Library Park – 900 participants -6 am to 3 pm – 5-11-2013. Will use power, restrooms and a tent. Fees are paid. Will also use power at Flat

Iron Park for microphone at start of race. Understand they will have to pay any impact fees before the race. Moved by Quickle to recommend approval by the Common Council 2<sup>nd</sup> by Kupsik. Passed unanimously.

5. Andy Lindsay and Katherine Long – 9-22-2012 – wedding - 2:30 to 3:30 – 40 people – Library Park. Fees are paid. Moved by Kupsik to recommend Common Council approval 2<sup>nd</sup> by Hassler. Passed unanimously.
6. Jack Leadbetter – Library Park – 10-5-2013 – Need to get more information on needed services. Continued until information is received.
7. Brittany Weigel – 6-28-2013. Getting more information on services needed. Continued.

#### **PARK ASSIGNMENTS:**

The Chairman asked members for a report on the parks they monitor. The Administrator was to check with Chris Humphries to see if the color of green can be matched at the basketball courts. There was discussion of the repairs needed at the basketball courts. Kupsik made a motion to recommend approval of the Humphries contract for the repair of the basketball stanchions at a cost of \$4,800. 2<sup>nd</sup> by Swanson. Passed unanimously.

There was discussion of some necessary repairs at the Veteran's park concession stand. There were fascia boards that needed to be replaced and painted. There was also a garage door in need of repair. A bubbler drain needed to be cleaned out.

#### **NEW BUSINESS:**

There was discussion about the park fee's format. Staff will come back with suggestions. Formats from other city park departments were reviewed. Members will review them and make suggestions about future changes.

There was a review of a park maintenance checklist that would be used to track maintenance and repairs of the parks. The chain of command would be from Dan to Ron and then back to the board so there is a trail to see if items are being addressed and completed.

#### **OLD BUSINESS:**

The City Administrator stated that letters were sent to five social organizations asking if they would be interested in sponsoring a scoreboard at Veteran's Park fields. He will report next month if there have been any responses.

The City Administrator reported that 5 requests for bids were sent to cities interested in the used skateboard park features. The cities have until July 27<sup>th</sup> to submit their bids. He will report to the committee if any bids were received.

The Chairman gave a progress report on the skate park construction.

It was moved by Steinberg to adjourn 2<sup>nd</sup> by Hassler. Passed unanimously.

Respectfully Submitted,



Dennis E. Jordan  
City Administrator  
7-13-2012