



City of Lake Geneva, 626 Geneva St, Lake Geneva, WI 53147- 262.248.3673- www.cityoflakegeneva.gov

**BOARD OF PARK COMMISSIONERS AGENDA
TUESDAY, SEPTEMBER 16, 2025 - 6:30 PM
LAKE GENEVA CITY HALL; CONFERENCE ROOM 2A (UPPER LEVEL)**

Members:

President - Adam St. Marie; Members - David Quickel, Peggy Schneider, Dana Furlo, Julie Mulligan, Craig Lambrecht and Jessica Pokorny. Council Liaisons - Alderperson Cindy Yager and Mayor Todd Krause

1. Call to Order
2. Roll Call
3. Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda, except for public hearing items. Comments will be limited to 5 minutes
4. Approval of Park Board minutes from August 19, 2025
5. Parks Director Update
6. Discussion/Recommendation regarding YMCA Vet's Park Sign
7. Discussion/Recommendation regarding YMCA quarterly report
8. Discussion/Recommendation regarding Budget and Impact Fees
9. Discussion/Recommendation regarding Naming Sailboat entry area at Utility Commission
10. Discussion/Recommendation regarding Native Plantings at Sailboat entry area
11. Discussion/Recommendation regarding reallocating capital funds from boulevard planting to Sailboat entry area
12. Discussion/Recommendation regarding plantings
13. Discussion regarding Parks Strategic Vision
14. Discussion/Recommendation regarding Vets Park Playground and tree lighting
15. Adjournment

*A quorum of the Council may be present; however, no official Council action will be taken.
Requests from persons with disabilities who need assistance to participate in this meeting should be made to the City Clerk's office in advance so that the appropriate accommodations can be made.*

Board of Park Commissioners Minutes

Tuesday, August 19, 2025

City Hall, Meeting Room 2A

1. **Call to order:** Meeting was called to order by President Adam St. Marie at 6:30p.m.
2. **Roll Call:** Present: Adam St. Marie, David Quickel, Peggy Schneider, Dana Furlo, Craig Lambrecht, Jessica Pokorny (arrived at 6:36p.m.), Alderperson Cindy Yager
Absent: Julie Mulligan (resigned), Mayor Todd Krause
3. **Comments from the Public:** Mike Coolidge spoke regarding 13e: Vet's Park baseball fields and naming rights. Mary Jo Fesenmeier spoke regarding 9: A city park needs a name.
4. **Approval of Park Board Minutes from July 22, 2025**
Motion to approve minutes as documented by Adam St. Marie
2nd by David Quickel; Motion carries
5. **Introduction and Welcome- Parks Director David Winger**
David Winger introduced himself and shared some background.
6. **Discussion regarding the Tree Board Minutes**
No new updates
7. **Discussion regarding the Avian Committee Minutes**
No new updates. Reviewed previous discussion about Swift Night on September 4, 2025, application for Bird City, and Hotel Birding backpacks.
8. **Discussion/ Review of Financial Reports**
Discussion about "Park Plan". Discussed reported wages listed. Discussed the need for clarification of use of Impact fees and under budget items.
9. **Discussion/ Recommendation regarding Utility Commission Sailboat Native Plantings**
Discussed the need to have a formalized name for this area. Discussed the need to determine what the procedure is, if needed, for changing the location of the Native Plantings. Discussed the need for clarifying under which budget the plants would be listed.
10. **Discussion/Review of tree removal list from Tree Board**
Tree removal list provided which reports which trees are identified for removal and what has been completed.
11. **Future Agenda Items**
Parks Director Update
YMCA Vet's Park Baseball Fields and Naming Rights
Naming Utility Commission Sailboat "Park" Area

Budget/ Impact Fee Discussion

Park's Strategic Planning Discussion

12. Next Meeting Date & Time: September 16, 2025 @ 6:30 pm in Room 2A

13. Parks Site Visits: Started at approximately at 7:30 pm

- a. Dunn Courts/ Dog Park/ Skatepark
- b. Maple Park
- c. Library Park
- d. Veteran's Park
- e. Seminary Park: was not visited.

14. Adjournment

Meeting adjourned at approximately 9:00 pm.

Respectfully submitted by Peggy Schneider



Parks Report

To: Lake Geneva Board of Park Commissioners
From: David Winger, Parks Director
Subject: 9/16/2025 Director's Report

Executive Summary

- I. Highlights
 - a. Working through budget process
 - b. Pre-construction meeting for Veterans Park took place on 9/10/2025

Department Update

- I. Operations & Facilities
 - a. I've toured most of the parks and visited with a rep from Gerber Leisure. They are going to draw a few concepts up that will be presented to the Park Board. This is just a preliminary discussion to give the group ideas going forward.
 - i. Parks visited:
 - 1. Tot Lots
 - a. Oakhill and Westgate
 - 2. Parks
 - a. Cobb, Seminary, and Rushwood
 - b. Dunn Field Pickleball Courts
 - i. There will be six courts instead of eight due to sizing discrepancies.
 - c. City tree plantings
 - i. There will be 73 tree plantings taking place this year per the arborist, Jon Foster.
- II. Programs & Events
 - a. Swift Night Out
- III. Finance & Partnerships
 - a. Budget Status
 - b. Capital Projects
 - i. Vet's Playground Update
 - ii. Future Years Projected
 - c. YMCA Update in meeting on 9/16 from Mike Coolidge
 - d. Grants/Sponsorships

9/16/2025 Parks commission agenda – background information

I. Item #8: Discussion/Recommendation regarding Budget and Impact Fees

Background for Board Report:

The annual budget and impact fee allocations are administered by City staff and the Finance Department. The Park Board provides input on priorities but does not oversee day-to-day financial operations. Finance staff will be present at the meeting to answer technical questions.

Board Role: Review and provide input on budget priorities and impact fee uses to help guide staff recommendations and Finance Department consideration.

II. Item #9: Discussion/Recommendation regarding Naming Sailboat entry area at Utility Commission

Background for Board Report:

The concrete area with benches near the Sailboat entry sign is owned by the Utility Commission, and therefore the Park Board does not have jurisdiction to rename it. Utility Commission is open to redesign entryway.

Board Role: Determine whether to drop this item from consideration or recommend the City explore work with Utility to redesign the area. Acquisition is unlikely.

III. Item #11: Discussion/Recommendation regarding reallocating capital funds from boulevard planting to Veteran’s Park Playground Planting.

Background for Board Report:

Capital funds were allocated in FY25 for boulevard planting. Through discussions with other City staff planting in the boulevard may lead to more operating maintenance costs. It was brought up that planting around the new Vet’s Park playground may help beautify that area and be easier to maintain moving forward. Staff recommends reallocating these funds to support planting at Veteran’s Park Playground. This keeps funding within the capital category while prioritizing improvements to a high-use, community-centered park.

Board Role: Review and recommend whether to approve this reallocation. If recommended, the request will be forwarded to the Common Council for final approval.

IV. Item #14: Discussion regarding Parks Strategic Vision

Background for Board Report:

The Parks Strategic Vision will establish long-term guidance for facilities, programs, connectivity, and sustainability.

(continued on next page)

The vision integrates three tiers of planning:

- i. **Long-Term (10–20+ years):** Comprehensive Plan, Parks & Recreation Master Plan, Bike & Pedestrian Plan, Sustainability & Resilience Plan.
- ii. **Medium-Term (5–10 years):** Capital Improvement Plan, Urban Forestry Plan, Natural Areas/Habitat Management Plan.
- iii. **Action-Oriented (1–5 years):** Strategic Roadmap, Annual Budget & Impact Fees, Community Engagement Initiatives.

Timing is excellent as the City is also conducting strategic visioning, ensuring alignment across municipal priorities.

- b. **Board Role:** Provide input on priorities and help guide which planning mechanisms should be pursued first. The Board must also decide if this work will be done internally or with an outside consultant.

PIONEER OF

CITY OF LAKE GENEVA & YMCA BASEBALL

**DAVID
QUICKEL**

PIONEER OF

CITY OF LAKE GENEVA & YMCA BASEBALL

**DAVID
QUICKEL**

Account Number	Account Title	2025-25 Period Actual	2025-25 Current year Actual	Current year Budget	Variance Current year	% of Budget
GENERAL FUND						
PARKS						
PARKS						
11-52-00-46740	PARK APPLICATION FEE	.00	.00	.00	.00	.00
11-52-00-46750	PARK USE FEES	250.00	12,575.66	10,000.00	2,575.66-	125.76
11-52-00-48000	SPONSORSHIPS	.00	.00	2,500.00	2,500.00	.00
11-52-00-48500	PARK DONATIONS	6,080.57	14,335.89	5,000.00	9,335.89-	286.72
11-52-00-48510	PARK DONATIONS-YMCA	.00	.00	.00	.00	.00
11-52-00-48600	PARK FUND GRANTS	.00	.00	5,000.00	5,000.00	.00
11-52-00-48910	PARK FUND COLLECTIONS	.00	.00	1,000.00	1,000.00	.00
Total PARKS:		6,330.57	26,911.55	23,500.00	3,411.55-	114.52
PARKS						
11-52-00-51000	PARKS DIRECTOR	6,591.91	10,986.52	114,259.00	103,272.48	9.62
11-52-00-51100	PARKS/REC SUPERINTENDENT	.00	.00	.00	.00	.00
11-52-00-51200	PARKS WAGES	15,422.95	95,296.43	109,320.00	14,023.57	87.17
11-52-00-51250	PARKS OVERTIME WAGES	1,317.21	7,305.65	9,284.00	1,978.35	78.69
11-52-00-51340	PARKS LIFE INSURANCE	24.39	84.68	225.00	140.32	37.64
11-52-00-51345	PARKS HEALTH INSURANCE	2,927.08	24,387.80	49,532.00	25,144.20	49.24
11-52-00-51350	PARKS DENTAL INSURANCE	355.76	1,752.02	2,120.00	367.98	82.64
11-52-00-51355	PARKS VISION INSURANCE	7.85	57.99	225.00	167.01	25.77
11-52-00-51360	PARKS RETIREMENT FUND	1,621.60	7,894.43	16,184.00	8,289.57	48.78
11-52-00-51370	PARKS DISABILITY INS	31.06	31.06	350.00	318.94	8.87
11-52-00-51520	PARKS SOCIAL SECURITY	1,774.38	8,501.63	17,814.00	9,312.37	47.72
11-52-00-52165	PARK PLAN	.00	240.00	50,000.00	49,760.00	.48
11-52-00-52220	PARKS ELECTRICITY	592.24	5,342.17	10,000.00	4,657.83	53.42
11-52-00-52240	PARKS GAS HEAT	9.57	504.98	1,500.00	995.02	33.67
11-52-00-52260	PARKS WATER & SEWER EXP	.00	1,735.96	6,500.00	4,764.04	26.71
11-52-00-52270	FOUNTAINS/STATUES-WATER/SEWER	.00	1,010.66	3,500.00	2,489.34	28.88
11-52-00-52410	BLDG MAINT&REPAIR-PARKS	965.83	6,937.26	6,500.00	437.26-	106.73
11-52-00-52500	EQUIPMENT REPAIR SERVICES	.00	4,769.67	6,500.00	1,730.33	73.38
11-52-00-53400	PARKS OPERATING SUPPLIES	472.14	1,012.49	6,500.00	5,487.51	15.58
11-52-00-53500	BLDG MAINT SUPPLIES-PARKS	2,524.50	18,226.10	30,000.00	11,773.90	60.75
11-52-00-53520	GROUND'S MAINT SUPPLIES	.00	19,915.48	22,000.00	2,084.52	90.52
11-52-00-53620	GROUND'S FERTILIZER/WEED CONTR	392.21	5,356.44	7,500.00	2,143.56	71.42
11-52-00-53990	PARKS MISCELLANEOUS EXPENSES	31.63	10,020.43	10,000.00	20.43-	100.20
11-52-00-57360	PARK DONATION PURCHASES	.00	.00	.00	.00	.00
11-52-00-57370	PARK DONATION PURCHASES-YMCA	.00	.00	.00	.00	.00
11-52-00-58400	4 SEASON NATURE PRESERVE	.00	169.13	7,500.00	7,330.87	2.26
11-52-00-59220	DUNN FIELD ELECTRIC	58.28	1,639.96	1,800.00	160.04	91.11
11-52-00-59500	BLDG MAINT SUPPLIES-RECREATION	.00	.00	.00	.00	.00
11-52-00-59510	EQUIP MAINT SUPPL-RECREATION	.00	833.20	3,000.00	2,166.80	27.77
Total PARKS:		35,120.59	234,012.14	492,113.00	258,100.86	47.55
VETERANS PARK						
11-52-01-51200	VETS PARKS WAGES	5,456.88	36,027.73	57,921.00	21,893.27	62.20
11-52-01-51250	VETS PARKS OVERTIME	.00	1,130.38	4,500.00	3,369.62	25.12
11-52-01-51340	VETS PARK LIFE INSURANCE	6.01	30.73	250.00	219.27	12.29
11-52-01-51345	VETS PARK HEALTH INSURANCE	2,449.95	14,819.24	19,250.00	4,430.76	76.98
11-52-01-51350	VETS PARK DENTAL INSURANCE	119.23	720.89	1,100.00	379.11	65.54
11-52-01-51355	VETS PARK VISION INSURANCE	8.07	42.82	55.00	12.18	77.85
11-52-01-51360	VETS PARKS RETIREMENT FUND	379.25	2,582.48	4,338.00	1,755.52	59.53
11-52-01-51370	VETS PARKS DISABILITY INS	.00	.00	165.00	165.00	.00

Account Number	Account Title	2025-25 Period Actual	2025-25 Current year Actual	Current year Budget	Variance Current year	% of Budget
11-52-01-51520	VETS PARKS SOCIAL SECURITY	409.13	2,736.96	4,775.00	2,038.04	57.32
11-52-01-52220	VETS PARKS ELECTRICITY	855.03	6,650.56	9,000.00	2,349.44	73.90
11-52-01-52240	VETS PARK GAS HEAT	9.24	678.14	1,000.00	321.86	67.81
11-52-01-52260	VETS PARK WATER & SEWER	.00	1,072.05	2,400.00	1,327.95	44.67
11-52-01-53400	VETS PARK OPERATING SUPPLIES	441.81	3,250.77	6,500.00	3,249.23	50.01
11-52-01-53500	BLDG MAINT & REPAIR	.00	330.46	2,000.00	1,669.54	16.52
11-52-01-59520	GROUPS MAINTENANCE SUPPLIES	.00	.00	5,000.00	5,000.00	.00
Total VETERANS PARK:		10,134.60	70,073.21	118,254.00	48,180.79	59.26
Total PARKS:		51,585.76	330,996.90	633,867.00	302,870.10	52.22
HILLMOOR						
HILLMOOR						
11-62-01-51200	HILLMOOR WAGES	1,963.32	12,680.60	7,500.00	5,180.60-	169.07
11-62-01-51250	HILLMOOR OVERTIME	.00	.00	300.00	300.00	.00
11-62-01-51340	HILLMOOR LIFE INSURANCE	7.53	7.83	20.00	12.17	39.15
11-62-01-51345	HILLMOOR HEALTH INSURANCE	1,340.80	3,463.54	500.00	2,963.54-	692.71
11-62-01-51350	HILLMOOR DENTAL INSURANCE	77.47	189.89	115.49	74.40-	164.42
11-62-01-51355	HILLMOOR VISION INSURANCE	4.36	10.35	10.00	.35-	103.50
11-62-01-51360	HILLMOOR RETIREMENT FUND	135.22	853.72	542.00	311.72-	157.51
11-62-01-51370	HILLMOOR DISABILITY INS	.00	.00	20.00	20.00	.00
11-62-01-51520	HILLMOOR SOCIAL SECURITY	145.59	942.07	597.00	345.07-	157.80
11-62-01-53400	HILLMOOR OPERATING SUPPLIES	.00	130.44	5,000.00	4,869.56	2.61
11-62-01-53500	BLDG MAINT & REPAIR	.00	.00	.00	.00	.00
11-62-01-59520	GROUPS MAINTENANCE SUPPLIES	.00	.00	3,500.00	3,500.00	.00
11-62-01-59900	OTHER PROFESSIONAL SERVICES	3,000.00	21,750.00	25,000.00	3,250.00	87.00
Total HILLMOOR:		6,674.29	40,028.44	43,104.49	3,076.05	92.86
Total HILLMOOR:		6,674.29	40,028.44	43,104.49	3,076.05	92.86
GENERAL FUND Revenue Total:		6,330.57	26,911.55	23,500.00	3,411.55-	114.52
GENERAL FUND Expenditure Total:		51,929.48	344,113.79	653,471.49	309,357.70	52.66
Net Total GENERAL FUND:		45,598.91-	317,202.24-	629,971.49-	312,769.25-	50.35
Net Grand Totals:		45,598.91-	317,202.24-	629,971.49-	312,769.25-	50.35