



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

**TREE BOARD AGENDA
TUESDAY, OCTOBER 14, 2025 - 4:00 PM
LAKE GENEVA CITY HALL; CONFERENCE ROOM 2A (UPPER LEVEL)**

Members:

President - Candy Kirchberg; Members - Alexander Leonard, Sonya Dailey, Alderperson Sherri Ames

1. Call to Order
2. Roll Call
3. Approval of the minutes from September 9, 2025
4. Comments from the public limited to 5 minutes, limited to items on this agenda
5. Arborist Report: Jon Foster
6. Discussion/Recommendation regarding Ordinance Changes
7. Discussion/Recommendation regarding Tree City renewal certification
8. 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.*

CITY OF LAKE GENEVA TREE BOARD MINUTES
TUESDAY, SEPTEMBER 9, 2025 - 4:00 PM
LAKE GENEVA CITY HALL; CONFERENCE ROOM 2A (UPPER LEVEL)

Members: President - Candy Kirchberg; Members - Alexander Leonard, Sonya Dailey, Dennis Loeser, Alderperson Sherri Ames

Call to Order 4:05 pm

Roll Call:

Present: President - Candy Kirchberg; Members - Sonya Dailey, Dennis Loeser, Alderperson Sherri Ames.
Absent: Alexander Leonard, Todd Krause. Others in attendance: David Winger, Morgan Sheppard, Blake Salek.

Comments from the public limited to 5 minutes, limited to items on this agenda.

No public comment

Approval of the minutes from August 12, 2025. Motion by Sonya Dailey second by Dennis Loeser to approve. Voice vote, all approved, motion carried.

Review of City Ordinances pertaining to the Tree Board *(continued from August meeting)*

Discussion on how the City Ordinance pertaining to the Tree Board needs some reworking. There is some confusion about what needs to be reported to the various city boards and supervisors. Jon and David will work together to come up with new wording and work with the City Attorney, City Administrator, and other necessary stakeholders to find a solution to some of the ambiguity of the ordinance.

Arborist Report: Jon Foster

Jon noted that since he started 20 years ago the city had 85% of its tree population as maple trees. Now that percentage has dropped to ~35%. This improves resilience in the tree population and gets Lake Geneva closer to the 10% desired amount of any one species of tree.

Discussion/Recommendation regarding the approval of Tree Plantings to be forwarded to the Board of Park Commissioners.

There will be 73 trees planted in the coming months that are already ordered. The list is being sent to the Park Board to keep them updated with the recommendation that the list be then sent to Council.

Motion: Candy Kirchberg | Second: Sonya Dailey | Discussion: Reiteration of the need for ordinance clarity.

Vote: Voice vote, all approved, motion carried.

Discussion/Review regarding Shodeen Development Tree Replacement.

Jon updated the board with the difficulties the arborist team has been having with Shodeen's landscape team with improper plantings. DPW has discussed options to hold them accountable.

Discussion/Review regarding the Museum Christmas Tree walk.

Discussed start dates and what programming is available.

Adjournment: 4:36 pm

Motion: Sonya Dailey | Second: Candy Kirchberg | Vote: Voice vote, all approved, motion carried.

Minutes by David Winger, Parks Director.

Sec. 54-68. Board powers and duties. [Ord. No. 08-02, 3-10-2008; amended 7-13-2009 by Ord. No. 09-14; 12-10-2012 by Ord. No. 12-26; 8-24-2020 by Ord. No. 20-11; 9-9-2024 by Ord. No. 24-09]

The Board of Park Commissioners shall have the duties and powers set forth below:

- (1) Meeting. The Board of Park Commissioners shall meet at least quarterly. The Board may meet as necessary, or as called by the Chairman or as called by a majority of the Board. The Chairperson is responsible for the preparation of the agenda and shall provide a digital or electronic copy of such agenda to the City Clerk for posting and distribution to other Board members and the public at least 48 hours prior to such meeting. All meetings shall be at City Hall. The Acting Secretary shall submit in a timely fashion a digital copy of the meeting minutes to the City Clerk for posting and distribution. If action by the City Council is desired, such action shall be so noted in the minutes.
- (2) Duties. The Board of Park Commissioners shall serve as an advisory board to the Common Council. The Board of Park Commissioners shall advise the Council on all matters pertaining to parks, recreation, and forestry. Areas of responsibility shall include, but are not limited to:
 - a. Creation of subcommittees to effectively monitor and advise on specific issues regarding parks, recreation, or forestry, including the City Tree Board;
 - b. The management, improvement, and care of public parks, parkways, boulevards, and pleasure drives of the City;
 - c. The development of policies, procedures, rules, and regulations pertaining to the use of public parks, City-sponsored recreation programs, and forestry;
 - d. The development of the annual operating and capital budgets for parks, recreation, and forestry;
 - e. The development of a broad variety of recreational programs and services to meet the needs and demands of the community;
 - f. The development of a master plan for the City's park system;
 - g. Advising the Council on issues of land acquisition, use of park impact fees, and leasing and/or land sales or exchanges affecting the City's park system; and
 - h. Advising the Council on levels of staffing required by the City's park system.
- (3) Tree Board. The Board of Park Commissioners shall oversee a Tree Board who shall carry out provisions of Wisconsin Statutes and Chapter 82 of the Municipal Code for the City of Lake Geneva, Wisconsin, and such other duties as required to report to the Board of Park Commissioners. There shall be seven members, inclusive of the Mayor and an Alderman, on the Tree Board. All members shall be residents of the City. The Mayor and an Alderman shall be appointed as non-voting members. The resident members shall each serve three-year terms. The terms of the resident members shall be staggered to have approximately one-third of the members' terms expire each year. Appointment of members to the Tree Board shall be recommended by the Mayor and shall be confirmed by the Common Council.

(4) Powers. The Board of Park Commissioners shall, in accordance with the state law established in W.S.A., § 27.08, exercise the powers granted it, including:

- a. Govern and maintain all public parks and other natural enjoyment areas in the City; improve those areas; secure the quiet and orderly enjoyment of the areas; and create rules and regulations to facilitate the above purposes.
- b. Acquire property, money, trusts, rights, and privileges through gift, devise, bequest, or condemnation for the City parks.

Gifts shall only be accepted after the Board of Park Commissioners has recommended the gift to the Common Council and the Common Council has approved acceptance by a resolution.

- c. Buy or lease lands in the name of the areas under the control of the Board of Park Commissioners, in accordance with W.S.A., § 27.08(2)(c).
- d. Change or improve all areas under the Board's control.