

HILLMOOR COMMISSION MINUTES

THURSDAY, NOVEMBER 13, 2025 – 6:00 PM

LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)

Members: Mayor Todd Krause, Alderperson Cindy Yager, Mark Davids, Kenneth Etten, Dan Getzen, Larry Happ, Paula Porubcan, Peggy Schneider, Lowell Thompson, and Consultant Michael Krajovic.

Call to Order by Mayor Krause at 6:00 pm.

Roll Call - Present: Mayor Krause, Kenneth Etten, Paula Porubcan, Peggy Schneider, Larry Happ, Lowell Thompson, Dan Getzen, Mark Davids (via Zoom), Parks Director David Winger, and Consultant Michael Krajovic. Excused/Absent: Alderperson Cindy Yager was excused.

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. Sheri Ames (City Council member) and Joel Hoiland (City Council member) spoke during the public comment period.

Approve the Minutes of October 9, 2025 - On a motion by Paula Porubcan and seconded by Larry Happ, the minutes were unanimously approved.

Hillmoor/Consultant Report - Consultant Michael Krajovic thanked the members of the Commission for doing an outstanding job in selecting two highly qualified firms through the RFP processes – Upland Design for conceptual planning in Zone 1, and Native Range Ecological for developing an ecological restoration plan for the entire property. He mentioned that due to budgetary changes, the ecological restoration planning work will not start until next fiscal year beginning in January of 2026. He then thanked Paula Porubcan, Larry Happ and his wife, Betty Volquardsen, and David Winger for helping to mark the layout of new paths in Zones 4 and 5 that will hopefully be cut by Public Works before the end of the year.

Discussion/Recommendation regarding Kestrel Nesting Boxes on Hillmoor – Larry Happ gave a brief presentation about American Kestrels and the Lakeland Audubon Society nesting box project along with his recommendation where to possibly place nesting boxes on Hillmoor in Zone 4. The locations would be temporary, as plans for Zone 4 have not yet been developed. The City’s Avian Committee would install and maintain the nesting box. He suggested that Public Works could help by anchoring the base of the pole into the ground. On a motion by Larry Happ and seconded by Paula Porubcan, the Commission unanimously approved placing a nesting box on the property in the north-central area of Zone 4 on the east side of the old main entrance road. The Mayor added that he would check to see if City Council approval would be needed.

Review of Tentative Meeting Schedule from November to March 31, 2026. - Consultant Krajovic described that with the start of the conceptual planning of Zone 1, several meeting dates would need to be both added and changed to support the planning schedule. He presented the following meeting schedule to the Commission:

December 3, (1st Wednesday), 6 pm, Hillmoor Comm. – Upland Design Preliminary Planning Meeting
For 2026:

January 8, (2nd Thursday), 6 pm – regular monthly Hillmoor Commission meeting

January 22, (4th Thursday), 6 pm - Presentation of Preliminary Conceptual Plans to Hillmoor Commission
– Upland Design

February 5, (1st Thursday), Weekday Public Input Meeting on Preliminary Conceptual Plans (Police Training Room, 6 to 8 pm) – Upland Design

February 7, (1st Saturday), Public Input Meeting on Preliminary Conceptual Plans (Police Training Rm, 10am - 12 pm) – Upland Design

February 12 – (2nd Thursday), 6 pm, regular monthly Hillmoor Commission meeting

March 5 – (1st Thursday), 6 pm, presentation of final Master Plan of Zone 1 to Hillmoor Commission (no mtg. on Mar. 12 @ this time) – Upland Design

March 9 – (2nd Monday), 6 pm, City Council Meeting – Presentation of final Master Plan – Upland Design

April 9 – (2nd Thursday), 6 pm, regular monthly Hillmoor Commission meeting

Presentation/Discussion regarding Amenities in Three Draft Conceptual Plans for Zone 1 – Consultant Krajovic presented various options for the Commission to consider when deciding what three draft conceptual layout plans should be developed by Upland Design. The different options included examples of simple layouts of the major amenities that are being considered for Zone 1 on areas of land owned by both the City and the school district. (Note: The City’s skate park, pickleball courts, parking, and public restrooms are currently located on school district property.) After extensive discussion among members of the Commission, the Commission members selected to have Upland Design develop two different draft concept plans for the land area owned by the City near the skate park to the east of Waverly St. It is currently used for disc golf and a dog park. The third option would include additional land for laying out amenities which is currently owned by the school district behind Eastview School that includes Waverly St. and the skate park.

Discussion/Recommendation regarding Utility Bill Insert for Newsletter Sign Up – Consultant Krajovic expressed the importance of seeking additional resident input for the upcoming planning meetings for Zone 1, especially the public input meetings on February 5th and 7th. David Winger presented a proposed layout of a bill insert to be placed in the Utility Commission’s upcoming invoice mailing in December. It included a QR code for residents to sign up to receive the Hillmoor Commission newsletter and the City’s new Parks and Pathways Newsletter to keep residents informed. The Commission both recommended and welcomed the insert with anticipation that it will increase public engagement with the Hillmoor project.

Adjournment – On a motion by Larry Happ and seconded by Lowell Thompson, the adjournment motion was unanimously approved. Meeting adjourned approximately 7:22 pm.