



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

Board of Park Commissioners Agenda
Tuesday, May 19, 2026 - 6:30 PM
Lake Geneva City Hall; Conference Room 2A (2nd Floor)

Members:

President: Adam St. Marie

Dana Furlo, Craig Lambrecht, Jessica Pokorny, David Quickel, Peggy Schneider, and Betty Volquardsen

Council Liaisons: Alderperson Cindy Yager and Mayor Todd Krause

1. Call to Order
2. Roll Call
3. Comments from the public limited to 5 minutes, limited to items on this agenda
4. Approval of the minutes from April 14, 2026
5. Annual Election of Officers
 - a. Chair
 - b. Secretary
6. Review of City Ordinances pertaining to the Board of Park Commissioners
7. Review Financial Reports
8. Parks Director Update
9. Update regarding Flat Iron Park – Brunk Pavilion sound system
10. Discussion/Recommendation regarding Spring Plantings by Utility Commission
11. Discussion/Recommendation regarding amendment to Parks section of City Schedule of Fees
12. Discussion/Recommendation regarding possibility of starting a Parks Foundation
13. Discussion regarding Park Board Skills Background for Future Projects
14. 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, April 14, 2026
Lake Geneva City Hall, Conference Room 2C (Upper Level)

Call to Order

Meeting was called to order by Adam St. Marie at 6:30 p.m.

Roll Call

Present: Adam St. Marie, Dana Furlo, Craig Lambrecht, Jessica Pokorny, David Quickel, Peggy Schneider, Alderperson Cindy Yager

Staff present: Parks Director David Winger

Absent: Betty Volquardsen (excused), Mayor Todd Krause (excused)

Comments from the Public

No comments

Approval of the minutes from March 3, 2026

Motion to approve minutes as documented, by Jessica Pokorny

2nd by Craig Lambrecht; Motion carries

Review Financial Reports

Parks Director reported that he is working with DPW to determine what maintenance costs are associated with plowing and park maintenance.

Current Impact Fee Balance is \$33, 026.94. This does not have to be used immediately.

Director's report

See Park's report dated 04/14/2026 provided in the packet.

- I. Park's Director is using the Vision, Mission, and Values to guide discussion.
- II. Divider fence at Dunn Courts has been installed.
New Harbormaster, Luke Riesterer, started on 03/23/2026.
- III. Dunn Court Grand Opening is scheduled for 05/16/2026.
- IV. Park's Director is working through the Donation Policy, and discussed various options.

Discussion/Recommendation regarding Spring Plantings by Utility Commission

Evergreen trees should be removed prior to scheduling the planting.

Park's Director will talk with City Forester and Dana Furlo about next steps. Park's Director will keep the Park Board informed of the decision.

Discussion/Recommendation regarding possibility of installing a sound system for Brunk Pavillion

Discussed the benefits of looking into the installation of a sound system for Brunk Pavillion.

Craig Lambrecht and Park's Director will request Harman Kardon representative to assess Brunk Pavillion for possible sound system and obtain costs and options available.

Adjournment

*Motion to adjourn at 7:15 pm, by Adam St. Marie.
2nd by Dana Furlo; Motion carries*

Respectfully submitted by Peggy Schneider

ARTICLE III
BOARD OF PARK COMMISSIONERS

Sec. 54-61. Composition. [Code 1992, § 1.33(1); Ord. No. 08-02, 3-10-2008; amended 7-13-2009 by Ord. No. 09-14; 9-9-2024 by Ord. No. 24-08]

There shall be nine total members on the Board of Park Commissioners, inclusive of the Mayor and an Alderman as non-voting members. All members shall be residents of the City.

Sec. 54-62. Officers. [Code 1992, § 1.33(2); Ord. No. 08-02, 3-10-2008; amended 7-13-2009 by Ord. No. 09-14; 12-10-2012 by Ord. No. 12-26]

The members of the Board of Park Commissioners shall elect a President (Chairman) from amongst its citizen members. The Commissioners may elect other officers necessary or appropriate to aid in the efficient running of the Board.

Sec. 54-63. Appointment. [Ord. No. 08-02, 3-10-2008; amended 7-13-2009 by Ord. No. 09-14]

The members shall be appointed to the Board of Park Commissioners by the Mayor. The appointments shall be subject to approval of the Common Council.

Sec. 54-64. Term. [Ord. No. 08-02, 3-10-2008]

The members shall serve three-year terms. The terms of members shall be staggered so as to have three members' terms expire each year.

Sec. 54-65. Vacancy. [Ord. No. 08-02, 3-10-2008]

Any vacancy shall be filled through the appointment procedures described above for the remainder of the term.

Sec. 54-66. Salary. [Ord. No. 08-02, 3-10-2008; amended 7-13-2009 by Ord. No. 09-14]

Members of the Board of Park Commissioners shall serve without compensation.

Sec. 54-67. Quorum. [Ord. No. 08-02, 3-10-2008; amended 7-13-2009 by Ord. No. 09-14]

A majority of the membership of the Board of Park Commissioners shall constitute a quorum for the transaction of business.

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.

Sec. 54-69. Financial reports. [Ord. No. 08-02, 3-10-2008; amended 7-13-2009 by Ord. No. 09-14]

In accordance with W.S.A., § 27.10, the Board of Park Commissioners shall, prior to October 1 of each year:

- (1) Make an estimate of the expenditures by the Board of Park Commissioners during the coming calendar year including:
 - a. All necessary incidental expenses.
 - b. The amount necessary for the purchase of land for parks, parkways, boulevards, and pleasure drives.
 - c. Transmit the report to Common Council.
- (2) The Board of Park Commissioners shall transmit to Common Council prior to March 1 of each year a report including:
 - a. All transactions for the preceding year;
 - b. An itemized account of all receipts and expenditures;
 - c. A list of employees; and
 - d. An inventory of property in the charge of the Board of Park Commissioners.

Sec. 54-70. Care of funds. [Ord. No. 08-02, 3-10-2008; amended 7-13-2009 by Ord. No. 09-14; 5-29-2012 by Ord. No. 12-08; 11-10-2014 by Ord. No. 14-08]

All moneys appropriated for park services or received through other means for the areas governed by the Board of Park Commissioners shall be paid over to the Treasurer to be disbursed by orders of the Treasurer.

Sec. 54-71. Special assessments. [Ord. No. 08-02, 3-10-2008; amended 7-13-2009 by Ord. No. 09-14]

The Board of Park Commissioners shall follow the report, notice, and hearing requirements outlined in W.S.A., § 27.10(4) for any and all special assessments.

Account Number	Account Title	2026-26 Period Actual	2026-26 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	.00	175.00	15,000.00	14,825.00	1.17
11-52-00-48000	SPONSORSHIPS	.00	.00	.00	.00	.00
11-52-00-48500	PARK DONATIONS	.00	380.95	5,000.00	4,619.05	7.62
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	.00	.00	.00
Total PARKS:		.00	555.95	25,000.00	24,444.05	2.22
PARKS						
11-52-00-51000	PARKS DIRECTOR	9,224.00	41,508.00	.00	41,508.00-	.00
11-52-00-51100	SALARIES AND WAGES	.00	.00	119,850.00	119,850.00	.00
11-52-00-51200	PARKS WAGES	4,879.47	22,053.12	120,635.00	98,581.88	18.28
11-52-00-51250	PARKS OVERTIME WAGES	109.52	1,198.38	11,120.00	9,921.62	10.78
11-52-00-51340	PARKS LIFE INSURANCE	20.26	61.23	300.00	238.77	20.41
11-52-00-51345	PARKS HEALTH INSURANCE	3,521.21	16,350.62	36,000.00	19,649.38	45.42
11-52-00-51350	PARKS DENTAL INSURANCE	204.15	857.95	2,120.00	1,262.05	40.47
11-52-00-51355	PARKS VISION INSURANCE	8.92	49.52	225.00	175.48	22.01
11-52-00-51360	PARKS RETIREMENT FUND	1,023.33	4,662.66	17,315.00	12,652.34	26.93
11-52-00-51370	PARKS DISABILITY INS	34.20	130.52	475.00	344.48	27.48
11-52-00-51520	PARKS SOCIAL SECURITY	1,062.89	4,828.07	19,248.00	14,419.93	25.08
11-52-00-52165	PARK PLAN	.00	.00	.00	.00	.00
11-52-00-52220	PARKS ELECTRICITY	849.51	3,153.70	10,000.00	6,846.30	31.54
11-52-00-52240	PARKS GAS HEAT	35.74	336.77	1,500.00	1,163.23	22.45
11-52-00-52260	PARKS WATER & SEWER EXP	760.74	760.74	5,500.00	4,739.26	13.83
11-52-00-52270	FOUNTAINS/STATUES-WATER/SEWER	305.50	305.50	3,500.00	3,194.50	8.73
11-52-00-52410	BLDG MAINT&REPAIR-PARKS	243.09	1,701.98	6,500.00	4,798.02	26.18
11-52-00-52500	EQUIPMENT REPAIR SERVICES	.00	2,179.16	6,500.00	4,320.84	33.53
11-52-00-53400	PARKS OPERATING SUPPLIES	57.97	122.16	6,500.00	6,377.84	1.88
11-52-00-53500	BLDG MAINT SUPPLIES-PARKS	1,742.11	8,115.93	30,000.00	21,884.07	27.05
11-52-00-53520	GROUNDNS MAINT SUPPLIES	4,871.02	9,053.77	25,000.00	15,946.23	36.22
11-52-00-53620	GROUNDNS FERTILIZER/WEED CONTR	1,244.66	2,294.72	7,500.00	5,205.28	30.60
11-52-00-53990	PARKS MISCELLANEOUS EXPENSES	10.99	1,028.88	5,000.00	3,971.12	20.58
11-52-00-57360	PARK DONATION PURCHASES	.00	8,130.00	.00	8,130.00-	.00
11-52-00-57370	PARK DONATION PURCHASES-YMCA	.00	.00	.00	.00	.00
11-52-00-58400	4 SEASON NATURE PRESERVE	.00	3,000.00	14,800.00	11,800.00	20.27
11-52-00-59220	DUNN FIELD ELECTRIC	227.51	804.64	2,100.00	1,295.36	38.32
11-52-00-59500	BLDG MAINT SUPPLIES-RECREATION	.00	.00	2,200.00	2,200.00	.00
11-52-00-59510	EQUIP MAINT SUPPL-RECREATION	.00	.00	1,000.00	1,000.00	.00
Total PARKS:		30,436.79	132,688.02	454,888.00	322,199.98	29.17
VETERANS PARK						
11-52-01-51200	VETS PARKS WAGES	2,946.89	5,725.11	60,759.00	55,033.89	9.42
11-52-01-51250	VETS PARKS OVERTIME	146.16	146.16	3,500.00	3,353.84	4.18
11-52-01-51340	VETS PARK LIFE INSURANCE	10.49	10.66	75.00	64.34	14.21
11-52-01-51345	VETS PARK HEALTH INSURANCE	2,342.72	2,342.72	18,000.00	15,657.28	13.02
11-52-01-51350	VETS PARK DENTAL INSURANCE	133.28	134.85	1,541.00	1,406.15	8.75
11-52-01-51355	VETS PARK VISION INSURANCE	7.71	7.71	55.00	47.29	14.02
11-52-01-51360	VETS PARKS RETIREMENT FUND	239.17	439.20	4,375.00	3,935.80	10.04
11-52-01-51370	VETS PARKS DISABILITY INS	.00	.00	50.00	50.00	.00

Account Number	Account Title	2026-26 Period Actual	2026-26 Current year Actual	Current year Budget	Variance Current year	% of Budget
11-52-01-51520	VETS PARKS SOCIAL SECURITY	231.40	434.98	4,916.00	4,481.02	8.85
11-52-01-52220	VETS PARKS ELECTRICITY	763.25	2,320.51	9,000.00	6,679.49	25.78
11-52-01-52240	VETS PARK GAS HEAT	264.84	1,533.64	1,000.00	533.64-	153.36
11-52-01-52260	VETS PARK WATER & SEWER	383.51	383.51	2,400.00	2,016.49	15.98
11-52-01-53400	VETS PARK OPERATING SUPPLIES	51.94	1,566.09	6,500.00	4,933.91	24.09
11-52-01-53500	BLDG MAINT & REPAIR	.00	.00	3,000.00	3,000.00	.00
11-52-01-59520	GROUPS MAINTENANCE SUPPLIES	.00	3,000.00	8,000.00	5,000.00	37.50
Total VETERANS PARK:		7,521.36	18,045.14	123,171.00	105,125.86	14.65
Total PARKS:		37,958.15	151,289.11	603,059.00	451,769.89	25.09
HILLMOOR						
HILLMOOR						
11-62-01-51200	HILLMOOR WAGES	.00	2,086.55	40,427.00	38,340.45	5.16
11-62-01-51250	HILLMOOR OVERTIME	.00	27.26	.00	27.26-	.00
11-62-01-51340	HILLMOOR LIFE INSURANCE	.00	.20	20.00	19.80	1.00
11-62-01-51345	HILLMOOR HEALTH INSURANCE	.00	23.44	4,000.00	3,976.56	.59
11-62-01-51350	HILLMOOR DENTAL INSURANCE	.00	3.08	195.00	191.92	1.58
11-62-01-51355	HILLMOOR VISION INSURANCE	.00	.00	20.00	20.00	.00
11-62-01-51360	HILLMOOR RETIREMENT FUND	.00	121.11	1,100.00	978.89	11.01
11-62-01-51370	HILLMOOR DISABILITY INS	.00	.00	.00	.00	.00
11-62-01-51520	HILLMOOR SOCIAL SECURITY	.00	159.55	3,552.00	3,392.45	4.49
11-62-01-53400	HILLMOOR OPERATING SUPPLIES	.00	.00	5,000.00	5,000.00	.00
11-62-01-53500	BLDG MAINT & REPAIR	.00	.00	.00	.00	.00
11-62-01-59520	GROUPS MAINTENANCE SUPPLIES	.00	37.95	3,500.00	3,462.05	1.08
11-62-01-59530	ECOLOGICAL RESTORATION PLAN	.00	.00	.00	.00	.00
11-62-01-59540	PARK PLAN-ZONE 1	.00	.00	.00	.00	.00
11-62-01-59900	OTHER PROFESSIONAL SERVICES	3,000.00	12,000.00	36,000.00	24,000.00	33.33
Total HILLMOOR:		3,000.00	14,459.14	93,814.00	79,354.86	15.41
Total HILLMOOR:		3,000.00	14,459.14	93,814.00	79,354.86	15.41
GENERAL FUND Revenue Total:		.00	555.95	25,000.00	24,444.05	2.22
GENERAL FUND Expenditure Total:		40,958.15	165,192.30	671,873.00	506,680.70	24.59
Net Total GENERAL FUND:		40,958.15-	164,636.35-	646,873.00-	482,236.65-	25.45
Net Grand Totals:		40,958.15-	164,636.35-	646,873.00-	482,236.65-	25.45



Parks Report

To: Lake Geneva Board of Park Commissioners
From: David Winger, Parks Director
Subject: 5/19/2026 Director's Report

Executive Summary

- I. Highlights
 - a. CORP process will kickoff on June 2nd. There was a scheduling conflict moving the start date back.
 - b. Dunn Court Grand Opening Update

Department Update

- II. Operations & Facilities
 - a. City Staff Are Working to get Addresses and Park Locations Zoned Appropriately
- III. Programs & Events
 - a. Looking to start a beginner and intermediate pickleball league in mid-July to the end of August
- IV. Finance & Partnerships
 - a. Presentation on starting a Park Foundation
 - b. Looking at sponsorship opportunities

5/19/2026 Parks commission agenda – background information

I. Item #7: Discussion/Recommendation regarding Spring Plantings by Utility Commission

Background for Board Report:

Recently we have had conversations with the City Forester on the planting of trees. The project is nearing implementation, with a more detailed planting layout being the primary remaining component. Consideration has also been given to incorporating flowering trees like those in Library Park featuring pink and white blooms. The Forester suggested a Douglas Fir could be set back enough and included for screening purposes.

Board Role:

Provide direction regarding the desired timing and scope of the proposed plantings.

II. Item #8: Discussion/Recommendation regarding amendment to Parks section of City Schedule of Fees

Background for Board Report:

Since resurfacing the pickleball courts, there has been a lot of interest in organized play, reservations, and open play scheduling. The proposed fees were developed through research and discussions with industry colleagues.

Another consideration is whether nonprofit organizations should continue receiving fee exemptions for park and shelter use, or whether an alternative structure should be explored to better account for actual facility use and associated costs.

Board Role:

Provide input on the proposed amendment to the schedule of fees and discuss the options to determine non-profit park and shelter use.

III. Item #9: Discussion/Recommendation regarding possibility of starting a Parks Foundation

Background for Board Report:

Over the past several months, discussions have taken place regarding the potential formation of a Parks Foundation and the most effective structure for doing so. A presentation is included in the packet outlining opportunities, organizational models, fund types, and associated advantages and challenges.

A Parks Foundation could provide an additional mechanism to support capital improvements, long-term maintenance funding, recreational programming enhancements, donor engagement, and grant leveraging opportunities that may not otherwise be achievable through traditional municipal funding alone. A foundation structure may also improve the City's ability to accept and manage memorial donations, sponsorships, naming opportunities, and project-specific fundraising campaigns.

If the City partners with a third-party foundation, endowment funds and capital campaign accounts could potentially be established with reduced administrative burden. Alternatively, establishing an independent organization would likely require dedicated staffing support, creation of a governing board and bylaws, and ongoing administrative and fundraising oversight. In either case, a Memorandum of Understanding (MOU) would likely need to be developed to define the relationship between the Foundation and the City.

At this stage, the discussion is intended to explore potential models, benefits, and operational considerations before determining whether the City should formally pursue creation of a foundation structure.

Board Role:

Provide direction regarding the preferred foundation structure and partnership model.

IV. Item #10: Discussion/Recommendation regarding Park Board skills background for future projects

Background for Board Report:

As many projects are about to begin, it would be great for all to get a better understanding of the professional backgrounds, interests, and areas of expertise represented on the Board.

Board Role:

Discuss Board member interests, expertise, and desired areas of involvement related to upcoming park and recreation initiatives.



Agenda Item Memo

City of Lake Geneva

Committee: Park Board

Meeting Date: 5/19/2026

Subject / Title: Amendment to Park Fee Schedule

Submitted By: David Winger

Background / Request

The Parks Department is looking to adjust the Parks section of the schedule of fees. Proposed changes are as follows:

- Splitting the full day shelter rental into two blocks
- Adding a Pickleball section for casual reservations, league play reservations and tournament reservations
 - We have been approached by several groups looking to reserve time, and we have no mechanism in order to do this at the moment

Fiscal Impact / Budget

- **Estimated Cost:** \$0
- **Funding Source:** Click or tap here to enter text.(e.g., General Fund, TID, Water Utility, Grants)
- **Budget Status:** Within Budget _____ Over Budget _____
 Budget Amendment Required _____
- **GL Number:** _____

(If applicable, note grant awards, cost-sharing, or capital plan references.)

Ordinance/Policy Implications/Changes:

Both changes would help increase revenue

Recommendation:

Recommend Park Board recommend the following motion to Council:

A. *Motion to recommend the proposed changes to the Park section of the schedule of fees and send to the Common Council for approval.*

Implementation/Next Steps

Name of Committee	Date of Meeting	Original Agenda Item #	Outcome
Park Board	5/19/2026		
Council	5/26/2026		TBD

Attachments (list any and all attachments that go with this item and memo)

Revised Parks Schedule of Fees

Reviewed by	Date:	Comments



626 Geneva Street, Lake Geneva, WI 53147- (262) 248-3673-www.cityoflakegeneva.gov

Schedule of Fees

All fees listed are minimums and may be adjusted based on the scope, duration, and impact of use. The City may impose additional conditions as needed.

The City may retain overpayments of \$2 or less unless a refund is requested.

Parks Department			
Event Permits & Shelter Reservations			
Private Events (Local Non-Profit Organizations: Exempt from fees for Private Events)			
Park Use	\$75.00 per park per day		
Shelter Reservations – Split in AM & PM Blocks 8 am – 2 pm OR 3 pm – 9 pm	Resident:	Non-Resident:	Full Day:
Brunk Pavilion – per block	\$250.00 per day		
	\$200.00	\$300.00	1.5*R or NR
Flat Iron Park Gazebo – per block	\$125.00 per day		
	\$100.00	\$150.00	1.5*R or NR
Seminary Park Shelter – per block	\$75.00 per day		
	\$70.00	\$105.00	1.5*R or NR
Cobb Park Shelter – per block	\$75.00 per day		
	\$70.00	\$105.00	1.5*R or NR
Rushwood Park Shelter – per block	\$60.00	X	1.5*R
Street Use/Closure	\$75.00 per day		
Parking Reservation with Private Events	\$10.00 admin fee plus daily rate per stall		
Public Events (Non-Profit Organizations: Exempt from fees for Public Events)			
Application Fee-if submitted at least 60 days prior to event	\$100.00		
Application Fee- if submitted at least 45 days but fewer than 60 days prior to event	\$300.00		
Park Use	\$75.00 \$100.00 per park per day		
Shelter Use – Split in AM & PM Blocks 8 am – 2 pm OR 3 pm – 9 pm	Resident:	Non-Resident:	Full Day:
Brunk Pavilion – per block	\$250.00 per day		
	\$200.00	\$300.00	1.5*R or NR
Flat Iron Park Gazebo – per block	\$125.00 per day		
	\$100.00	\$150.00	1.5*R or NR
Seminary Park Shelter – per block	\$75.00 per day		



626 Geneva Street, Lake Geneva, WI 53147- (262) 248-3673-www.cityoflakegeneva.gov

	\$70.00	\$105.00	1.5*R or NR
Street Use/Closure	\$75.00 \$100.00 per day		
Parking Reservation with Public Event	\$10.00 admin fee plus daily rate per stall		
Street Banner Display	\$1.00 per banner per day of display		
Baseball Tournament Permit Fee-Veteran's Park	\$1,000.00 Security Deposit		
Friday Rental	\$150.00		
Saturday Rental	\$300.00		
Sunday Rental	\$300.00		
Dunn Pickleball Court Fees			
Court use classifications are determined by activity and may be adjusted by the City as needed.			
Casual Reservations – Limited to 2 courts per person per day. Recurring group scheduling is prohibited. Reservations are not permitted during designated open play hours.	Resident:	Non-Resident:	
	\$6.00/hr/court	\$9.00/hr/court	
Organized League Play	\$15.00/hr/court		
City Run League or Tournament	Internal Program Fee		
Outside Tournament Play	Half-Day (4 hours)	Full-Day (8 hours)	
	\$600.00 minimum	\$1,200.00 minimum	
Trapping Permit	\$25.00 annual		



Agenda Item Memo

City of Lake Geneva

Committee: Park Board

Meeting Date: 5/19/2026

Subject / Title: Starting a Parks Foundation

Submitted By: David Winger

Background / Request

City staff have been exploring options to establish a charitable funding mechanism to support parks, trails, natural areas, recreation amenities, and long-term stewardship projects. Potential models include utilizing a fiscal sponsor to immediately accept tax-deductible donations, establishing an independent 501(c)(3) Lake Geneva Parks Foundation, or utilizing designated City Park funds for project-specific giving.

A Parks Foundation could help leverage private philanthropy, grants, memorial donations, sponsorships, and endowment funding to supplement—**not replace**—City investment, expand the community’s ability to directly invest in the park system, and support future park improvements and capital projects.

Fiscal Impact / Budget

- **Estimated Cost: \$310 in start up costs – depends on level of assistance required**
- **Funding Source: Parks Miscellaneous** (e.g., General Fund, TID, Water Utility, Grants)
- **Budget Status:** Within Budget _____ Over Budget _____
 Budget Amendment Required _____
- **GL Number: 11-52-00-53990**

(If applicable, note grant awards, cost-sharing, or capital plan references.)

Ordinance/Policy Implications/Changes:

No ordinance changes are proposed at this time. Future governance policies, fundraising policies, donor recognition policies, and agreements may be required depending on organizational structure selected.

Recommendation:

- Recommend Park Board recommend the following motion to Council:**
- A. *Motion to recommend staff pursue opening capital campaign funds via a fiscal sponsor for projects as donor funds become available and begin evaluating formation of a 501(c)(3) Parks Foundation for long-term maintenance, capital improvement, and operational assistance.*

Implementation/Next Steps

Name of Committee	Date of Meeting	Original Agenda Item #	Outcome
Park Board	5/19/2026		
Council	5/26/2026		TBD

Attachments (list any and all attachments that go with this item and memo)

Parks Foundation Options Presentation

Reviewed by	Date:	Comments



Parks Foundation

Discussion on Options



An Untapped Asset

We have something special: lakefront, natural areas, Hillmoor, trails, and engaged residents ready to invest in them. What if we fully realized this potential?

What Great Parks Systems Do

Create Community Identity:

- Madison's arboretum & lakefront trails define the city
- Milwaukee's lakefront & park system are their signature

Build Healthier, Connected Communities

- Active residents = lower healthcare costs
- Gathering spaces strengthen social fabric
- Multi-generational spaces build community memory

Protect What Makes Us Special:

- Ecological restoration preserves natural beauty
- Connected trail systems let people experience our landscape
- Thoughtful stewardship ensures we leave more than we inherited



What Residents Are Ready to Support

01: The Demand

- **56%** of residents want MORE investment in bicycle facilities
- **62%** currently drive to OTHER communities for recreation (we can win them back)
- Strong support for conservation and community access working together

02: What This Could Look Like

A family can:

- Bike safely from their neighborhood to Hillmoor
- Explore restored prairies and natural areas
- Connect to downtown via the Curtis Street path
- Access the lakefront without driving
- Experience world-class parks without leaving Lake Geneva

What Residents Want Most

<i>Top Priorities</i>	<i>Vison</i>
Trail Connectivity	Imagine biking safely from downtown to Hillmoor to Big Foot Beach
Restored Natural Areas	Hillmoor as an ecological showcase AND community asset
Connected Experiences	Every park linked by trails signage, and purpose

Information from 2021-2026 CORP - to be updated by 2026-2031 CORP

The Opportunity: Residents are telling us they want this AND they're willing to support it. We're not asking them to settle for less - we're inviting them to help us build more.

MODELS THAT WORK

Learning from Success Stories

Established Foundations



Fiscal Sponsor (3rd Party Foundation)

They think bigger than annual budgets:

- Major capital campaigns for signature projects
- Supplement, not replace, City funding - allows both maintenance AND transformation

They Give Community Ownership:

- Donors see their name on trails, benches, signature projects
- Philanthropy creates advocates, not just dollars

Critical Lesson from Milwaukee & Madison:

"Most 3rd party sponsors only let you access interest earned on endowments, not the principal. Always negotiate corpus access for major projects, or build your own foundation for long-term control"

They Build Permanent Capacity:

- Invest today, fund maintenance forever
- Sustainable funding that outlasts any budget cycle

THREE PATHS FORWARD

Funding Mechanisms - What Each Enables



Use Fiscal Sponsor

Pros:

- Start raising funds immediately
- They handle accounting, tax filings, compliance
- Professional management

Cons:

- Default: Endowment interest only. Principal access must be negotiated
- 1-5% annually forever

Best for: Short-term capital campaigns



Start Independent Parks Foundation

Pros:

- All funds available for projects
- Local board makes decisions
- One-time setup, minimal ongoing fees

Cons:

- Months to establish 501(c)(3)
- Need quality working board members
- Setup requires legal, filing, governance documents

Best for: Permanent endowments, flexibility



Designated & Restricted City Fund

Pros:

- Direct city control
- Project-specific campaigns
- Simple administration

Cons:

- Some donors prefer giving only to "parks"
- Fewer grant opportunities (not separate 501c3)
- Less insulation from budget politics

Best for: Supplemental funding, not transformational investment

GOVERNANCE

Built For Success



Park Board

The Voice of the Community

They ensure:

- Long-term vision reflects community values
- All parks serve public interest
- Projects align with resident priorities
- City and Foundation work together

Their role with Foundation:

- Provide strategic direction on what community needs most



Parks & Other City Departments

The Builders

They deliver:

- Professional park management
- Quality maintenance and operations
- Project implementation
- Daily stewardship of our assets

Their role with Foundation:

- Parks Department identifies opportunities and manage Foundation-funded projects



Parks Foundation

The Catalyst

They enable:

- Private philanthropy for public parks
- Funding beyond annual city budget
- Donor engagement and stewardship
- Endowment growth for permanent support

Their role:

- Make possible what tax dollars alone can't fund

How It Works in Practice

Only an example

01

Community identifies a high priority project

- CORP will help infer this

02

Park Board validates it aligns with system vision

- Through prioritization matrix

03

Parks Department develops plan and identifies cost of \$800k. City, through department recommendation, allocates \$300k over 2 years from CIP

04

Parks Foundation raises \$500k to accelerate and enhance project

05

Result: Project happens in 2 years instead of 5 and includes better amenities



The Opportunity

Start Fast, Build Permanent

Phase 1: Launch (2026)

Launch Capital Campaign:

- Partner with fiscal sponsor
- Begin raising funds immediately for specific projects

Parks Foundation Formation:

- File 501(c)(3) for independent Lake Geneva Parks Foundation
- Recruit board members from community
- Begin building permanent endowment
- Establish governance and grant processes
- Simultaneously pursue both capital campaign AND independent foundation formation

Phase 3: Sustainable Future (2032+)

Early Campaigns Complete:

- Transfer remaining funds to Parks Foundation
- Lessons learned applied to next campaigns
- Donor base established and engaged

Parks Foundation Matures:

- Manages all charitable funds locally
- Endowment generates sustainable annual funding
- Community ownership fully established
- Lake Geneva parks funded for generations

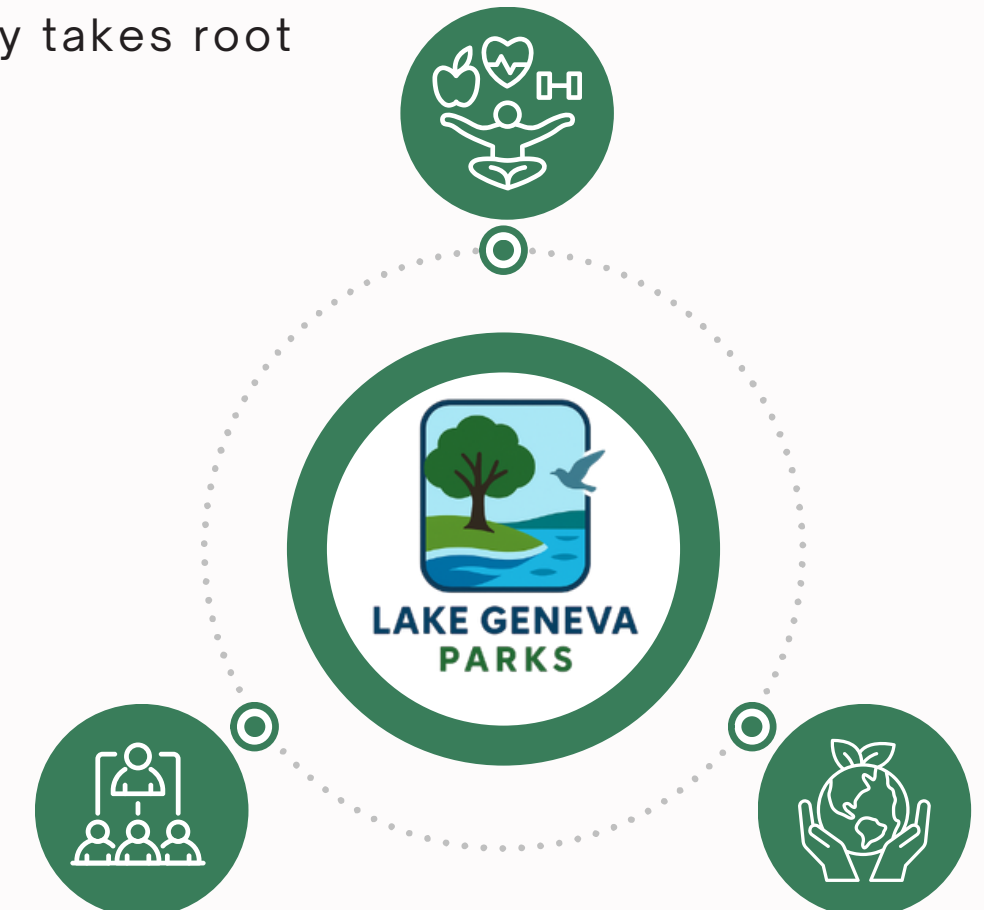
Phase 2: Build Momentum (2027-2032)

Campaigns Deliver:

- Community sees results of philanthropy
- Donors experience impact of their gifts
- Momentum builds for next projects

Parks Foundation Grows:

- Funding accumulates through annual giving, bequests, major gifts
- Small grants demonstrate impact across all parks
- Volunteer board builds expertise and relationships
- Permanent capacity takes root





Together

We can continue to have moments like this through an invitation.

An invitation to build something that outlasts all of us. An invitation to give our residents—and our children—a park system they never have to leave town to experience.



The opportunity is here. The community is ready. Let's build this together.