



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

Historic Preservation Commission Agenda
Tuesday, August 11, 2026 - 4:00 PM
Lake Geneva City Hall; Conference Room 2C (2nd Floor)

Members:

Ken Etten - Chair, Chris Brookes - Secretary, Sonja Akright, John Halverson, Emily Hummel, Louise Rayppy, Alderwoman JaNelle Powers

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 July 14, 2026
5. Review Financial Reports
6. Presentation by Chris Brookes regarding creating a digital platform of historical records for Pioneer and Oak Hill Cemeteries and potential Heritage Trails markers with QR codes at cemeteries
7. Discussion regarding Wisconsin Association of Historic Preservation Commissions Fall conference, October 14-16, 2026
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 Historic Preservation Commission Minutes
Tuesday, July 14, 2026 – 4:00 PM
Lake Geneva City Hall; Conference Room 2C (2nd Floor)

Call to Order

Commission Chair Ken Etten called the meeting to order at 4:03 PM.

Roll Call

Present: Ken Etten - Chair, Chris Brookes – Secretary, John Halverson, Emily Hummel, Louise Rayppy, Alderwoman Powers (arrived 4:09)

Absent: Sonja Akright

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

None

Approval of the minutes from June 9, 2026

Halverson/Hummel motion to approve previous meeting minutes passed unanimously.

Review Financial Reports

Current balance of \$19,900.00 includes the \$9,000 roll over from previous year.

Update regarding the dedication of the Lake Geneva Public Library as a Local Historic Landmark and the historic plaque.

A date for the dedication and plaque installation will be set by the Library Board of Trustees in the near future.

Discussion regarding potential proposed new National, State and Local Historic Landmarks

The Local Historic Landmark nomination form in fillable form is in progress. Previously discussed nominations are the Riviera, Geneva Lake Museum, and 1003 W Main Street.

Discussion/Update regarding status of the HPC Website and Historic Walking Tour phone app

No new information.

Update regarding status of Historic Signs

- a. LGPL sign is updated and ready for installation and the Historic Indian Trail sign is in progress
- b. Historic Mill Pond – no new information from the Beautification Committee
- c. Lake Geneva Sanitariums - no report

Discussion regarding Wisconsin Association of Historic Preservation Commissions

- a. Newsletter – submit information regarding Lake Geneva Public Library as Lake Geneva’s first landmarked building
- b. Membership – membership has been renewed and \$40 fee paid
- c. Fall Conference, October 14-16, 2026 – Milwaukee. Notify Ken Etten if you can attend.

Adjournment

Powers/Hummel motion to adjourn at 4:44 PM passed unanimously.

Respectfully submitted,
Chris Brookes

Account Number	Account Title	2026-26 Period Actual	2026-26 Current year Actual	Current year Budget	Variance Current year	% of Budget
GENERAL FUND						
MISCELLANEOUS						
MISCELLANEOUS						
11-70-00-47210	HISTORIC PRESERVATION DONATION	.00	54.00	100.00	46.00	54.00
	MISCELLANEOUS Revenue Total:	.00	54.00	100.00	46.00	54.00
	Total MISCELLANEOUS:	.00	54.00	100.00	46.00	54.00
MISCELLANEOUS						
11-70-00-57200	HISTORIC PRESERVATION	40.00	3,229.23	19,000.00	15,770.77	17.00
11-70-00-57230	HISTORIC PLAQUE PURCHASES	.00	.00	1,000.00	1,000.00	.00
	MISCELLANEOUS Revenue Total:	.00	.00	.00	.00	.00
	MISCELLANEOUS Expenditure Total:	40.00	3,229.23	20,000.00	16,770.77	16.15
	Total MISCELLANEOUS:	40.00	3,229.23	20,000.00	16,770.77	16.15
	Total MISCELLANEOUS:	40.00	3,283.23	20,100.00	16,816.77	16.33
	GENERAL FUND Revenue Total:	.00	54.00	100.00	46.00	54.00
	GENERAL FUND Expenditure Total:	40.00	3,229.23	20,000.00	16,770.77	16.15
	Net Total GENERAL FUND:	40.00-	3,175.23-	19,900.00-	16,724.77-	15.96
	Net Grand Totals:	40.00-	3,175.23-	19,900.00-	16,724.77-	15.96

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
HISTORIC PRESERVATION DONATION		06/30/2026 (06/26) Balance		11-70-00-47210			54.00-
YTD Encumbrance		.00 YTD Actual	-54.00 Total	-54.00 YTD Budget	-100.00 Unearned	46.00	
Total MISCELLANEOUS:					.00	.00	54.00-

Date	Journal	Reference Number	Payee or Description				Account Number	Debit Amount	Credit Amount	Balance
HISTORIC PRESERVATION			06/30/2026 (06/26) Balance				11-70-00-57200			3,189.23
07/09/2026	AP	559	WAHPC					40.00		
			**Desc: MEMBERSHIP DUES							
YTD Encumbrance		.00	YTD Actual	3,229.23	Total	3,229.23	YTD Budget	19,000.00	Unexpended	15,770.77
Total MISCELLANEOUS:								40.00	.00	3,189.23
Number of Transactions: 1								Debit	Credit	Proof
Total GENERAL FUND:								40.00	.00	40.00
Number of Transactions: 1								Debit	Credit	Proof
Grand Totals:								40.00	.00	40.00

Project Proposal for LGHPC:

Hazel Ridge Cemetery in Elkhorn recently received a Walworth County Historical Society grant to implement the Heritage Trail Digital Journey project. I spoke with John Gunyon, President of the Hazel Ridge Cemetery Board, and visited the cemetery on July 13. Hazel Ridge was the third cemetery established in Elkhorn. The Heritage Trail marks the graves of the founders and settlers of Elkhorn.

I propose adapting this project for Lake Geneva's cemeteries, perhaps starting with Pioneer Cemetery - 2 of our founders and many early settlers are buried there.

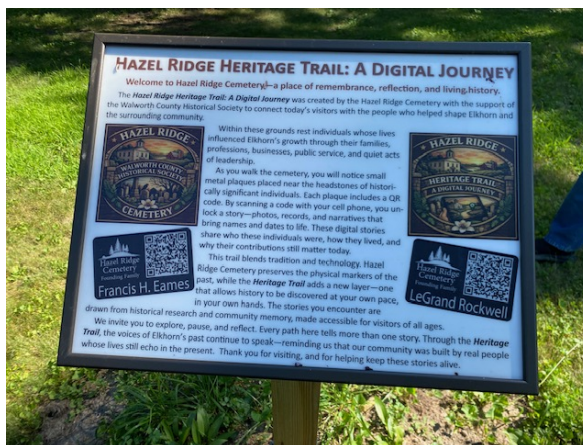
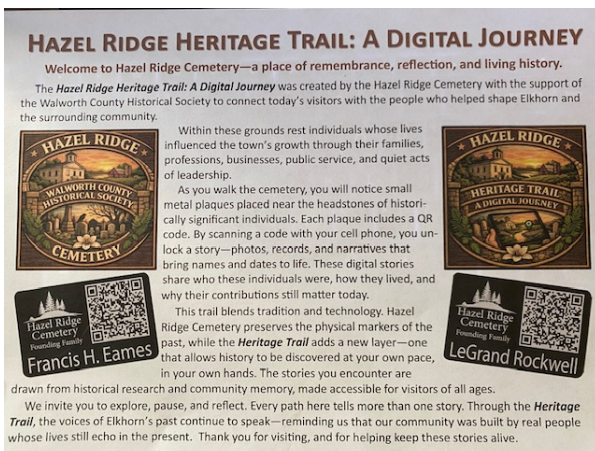
The project involves:

- Signage
- Individual metal markers
- QR code biographies

Sign at the cemetery entrance (\$300)



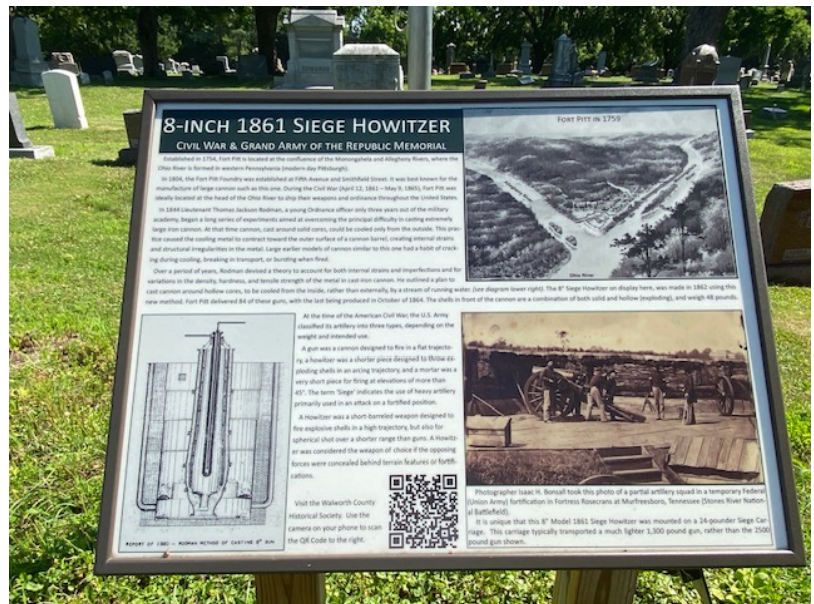
Introductory exhibit sign and pedestal base (\$710) made by Pannier Graphics





John bought the mounting hardware and installed it himself. The plaque has the top mount included on the frame.

They have 4-5 hanging banners throughout the cemetery indicating the veterans' section, etc, or just saying cemetery. A second exhibit sign was in the veterans' (\$710)



Grave markers – most supplies at Menards (approximately \$10 each plus labor)

- Aluminum card (business card size) to be engraved with laser
- Steel base, epoxy, and soldered on 2-foot piece of rebar

- Biography information (see Beckwith)
- QR code – research file created for each person, stored on internet accessible site (City of Lake Geneva web page) (Ellen at LGPL can assist)



John Gunyon available to attend HPC meeting, make the markers (he has the equipment), and assist if needed 262-745-2230 jgunyon@charter.net
Possible LG collaborations with Cemetery Commission, Public Works, maybe later with LG Museum, American Legion, DAR, etc. – cemetery walks

WAHPC Fall Conference
Oct 14-16, 2026
Schedule and Registration online

Registration Rates

Early Bird Rates

Through Aug 17

Two-Day: \$175

Thursday Only: \$125

Friday Only: \$115

Members receive a 10% discount!

Regular Rates

From Aug 18

Two-Day: \$195

Thursday Only: \$130

Friday Only: \$125

Members receive a 10% discount!