



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

Avian Committee Agenda
Tuesday, September 8, 2026 - 6:00 PM
Lake Geneva City Hall; Conference Room 2A (2nd Floor)

Members:

President: Sarah McConnell
Beverly Leonard, Jill Rodriguez, Karen Gallo, Kelley Happ

1. Call to Order
2. Roll Call
3. Approval of the minutes from August 11, 2026
4. Comments from the public limited to 5 minutes, limited to items on this agenda
5. Review Financial Reports
6. Discussion/Recommendation regarding 2027 Operating Budget
7. Discussion/Recommendations regarding Policy and Ordinance Initiatives
 - a. Exterior Lighting Standards and Dark Sky Ordinance Educational Opportunities
 - b. Climate related topics pertaining to birds
8. Discussion/Recommendations regarding Annual Events and Initiatives
 - a. Swift Night Out
 - b. Avian Educational Activities
 - c. Participation in the Christmas Parade of Trees at the Geneva Lake Museum
9. Discussion/Recommendations regarding Projects and Partnerships
 - a. Hotel Birding Backpacks
 - b. Purple Martin and Kestrel Houses
 - c. Native plant project at Hillmoor
10. 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.

Avian Committee Minutes

Tuesday, August 11, 2026, 6 p.m. Lake Geneva City Hall; Conference Room 2A

Members:

President – Sarah McConnell, Secretary – Kelley Happ
Jill Rodriguez, Beverly Leonard, Karen Gallo, and Alderperson Linda Frame

1. Call to Order: 6:05 p.m. by Sarah McConnell

2. Roll Call. The following members were present: Sarah McConnell, Kelley Happ, Beverly Leonard, Karen Gallo and Jill Rodriguez. Alderperson Frame was absent. Others present: David Winger

3. Approval of minutes from July 14, 2026

Motion: Rodriguez moved to accept the minutes, second by Gallo

Voice Vote: Minutes approved

4. Comments from the Public: There were no public comments

5. Review Financial Reports

Budget timeline: Avian 2027 Budget proposal is due to city clerk by September 8. On September 22 department heads will meet for review.

Discussion: A suggestion was made to create a plaque for Geneva Lake Museum celebrating their participation in Swift Night Out. Rodriguez will prepare the 2027 budget proposal for the Sept. 8 deadline. The group talked about what the rest of the money in 2026 Operating would be spent on. Winger will get quotes for a bronze plaque to be mounted on the outside façade of the building; Rodriguez will contact Ken Etten about possible funding from the Historic Preservation Committee

6. Discussion/Recommendation regarding funding for additional Purple Martin houses in the 2027 budget

Discussion about the success of the Martin houses and the need for more nesting holes: we had more than 80 fledglings this year, many of which will return next spring to find housing.

Motion: Happ moved to include a request for \$4000 for 2 additional Purple Martin houses in the 2027 budget proposal. Second by Gallo

Vote: Unanimously approved

7. Discussion/Recommendation regarding Policy and Ordinance Initiatives

a. Exterior Lighting and Dark Sky Initiatives

Discussed the need to proceed with community education on the topic of Dark Skies. Rodriguez suggested that the Avian Committee focus on Dark Skies and the importance to birds, plants and humans as part of our Migratory Bird Day activities. We will provide information to the Building Department to include in their educational materials.

b. Climate related topics pertaining to birds. No discussion at this time

8. Discussion/Recommendation Regarding Annual Events

a. Swift Night Out:

Plans are set for Swift Night Out, Sept. 10 at the Geneva Lake Museum
Happ will prepare and order rack cards, yard signs and flyers and send publicity about the event to local and avian-related outlets.

b. Christmas Parade of Trees.

The Avian Committee agreed to participate in the Parade of Trees at the Geneva Lake Museum again this year. We will use our cardinal decorations. As a not-for-profit, we are not required to pay \$100 to participate.

9. Projects and Partnerships Reports

a. Hotel Birding Backpacks

Baker House has requested a birding backpack. Rodriguez will contact them. Happ will contact Maxwell Mansion to see if they are interested in participating.

b. Purple Martin/ Kestrel houses

1. **Purple Martins** - Leonard updated activity in our Martin houses - and reported full houses and a very successful program. Birds have already begun their migration and are gone along our lakefront.
2. **Kestrel House** – Installed and waiting for a nesting family next spring.

c. Native Plant Grant

McConnell sent a report about our native plant collaboration to Wisconsin Bird City and it was featured on their web page.

10. Adjournment:

Motion to adjourn by Rodriguez, second by Happ

Voice vote carried at 7:20 p.m.

Next Meeting Date and Time: Tuesday, September 8 at 6 pm in Conference Room 2 A.

Respectfully submitted

Kelley Happ

Secretary, Avian Committee

Account Number	Account Title	2025-25 Prior year Actual	2025-25 Prior year Budget	Variance Current year	% of Budget
GENERAL FUND					
MISCELLANEOUS					
MISCELLANEOUS					
11-70-00-47300	AVIAN DONATIONS	.00	250.00	250.00	.00
Total MISCELLANEOUS:		.00	250.00	250.00	.00
MISCELLANEOUS					
11-70-00-57800	AVIAN COMMITTEE EXPENSES	3,191.31	4,100.00	908.69	77.84
Total MISCELLANEOUS:		3,191.31	4,100.00	908.69	77.84
Total MISCELLANEOUS:		3,191.31	4,350.00	1,158.69	73.36
GENERAL FUND Revenue Total:		.00	250.00	250.00	.00
GENERAL FUND Expenditure Total:		3,191.31	4,100.00	908.69	77.84
Net Total GENERAL FUND:		3,191.31-	3,850.00-	658.69-	82.89
Net Grand Totals:		3,191.31-	3,850.00-	658.69-	82.89

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
AVIAN DONATIONS			07/31/2026 (07/26) Balance	11-70-00-47300			.00
			08/31/2026 (08/26) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	-250.00 Unearned	250.00	
AVIAN COMMITTEE EXPENSES			07/31/2026 (07/26) Balance	11-70-00-57800			2,092.74
08/26/2026	AP	726	COPIES & PRINTS PLUS LLC		208.00		
			**Desc: CORAPLAS SIGNS,STAKES,RACK CARDS				
			08/31/2026 (08/26) Period Totals and Balance		208.00 *	.00 *	2,300.74
YTD Encumbrance		.00 YTD Actual	2,300.74 Total	2,300.74 YTD Budget	3,500.00 Unexpended	1,199.26	
AVIAN COMMITTEE DONATION EXP			07/31/2026 (07/26) Balance	11-70-00-57810			.00
			08/31/2026 (08/26) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
Number of Transactions: 1 Number of Accounts: 3					Debit	Credit	Proof
Total GENERAL FUND:					208.00	.00	208.00
Number of Transactions: 1 Number of Accounts: 3					Debit	Credit	Proof
Grand Totals:					208.00	.00	208.00