



626 Geneva St, Lake Geneva, WI 53147- 262.248.3673- cityoflakegeneva.com

**AVIAN COMMITTEE
TUESDAY, SEPTEMBER 7, 2021 – 6:00 P.M.
CITY HALL, COUNCIL CHAMBERS**

**THE CITY OF LAKE GENEVA IS HOLDING MEETINGS VIRTUALLY AND IN-PERSON; YOU
MAY PARTICIPATE IN THE MEETING BY THE FOLLOWING:**

6:00 p.m. September 7, 2021 Avian Committee
Tue, Sep 7, 2021 6:00 PM - 7:00 PM (CDT)

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/989830869>

You can also dial in using your phone.

United States: [+1 \(646\) 749-3122](tel:+16467493122)

Access Code: 989-830-869

AGENDA

Committee Members: Beverly Leonard, Sarah McConnell, Jill Rodriguez, Karen Gallo, Carol Zimmermann, Kelley Happ, and Cindy Flower- Alderperson

- 1) Call to Order
- 2) Roll Call
- 3) Approval of the minutes from August 3, 2021
- 4) Comments from the public
- 5) Plaque for St. Francis School to be presented at the City Council meeting on Monday, September 13
- 6) Review Budget Request
- 7) Bird City Application
- 8) Public events and outreach/brochures
- 9) Purple Martin Update
- 10) Cookies for a Cause Update
- 11) Christmas Tree Walk and Christmas Bird Count
- 12) Learn to Soar Proclamation
- 13) Next Meeting Date & Time (October 5, 2021 at 6:00 p.m.)
- 14) Future Agenda Items
- 15) Adjourn

*This is a meeting of the Avian Committee.
No official City Council action will be taken; however, a quorum of the Council may be present.*

cc: Tourism Commissioners, Mayor, Administrator

**City of Lake Geneva Avian Committee
Meeting Minutes
Tuesday, August 3, 2021, 6:00 P.M.
City Council Chambers**

1. Call to order: 6:03 PM by Alderperson Flower

2. Roll Call. The following members were present in the Council Chamber: Cindy Flower - Alderperson, Carol Zimmermann, Jill Rodriguez, Beverly Leonard, Karen Gallo, Kelley Happ. Sarah McConnell. There were no members of the public present.

3. Approval of Avian Committee meeting minutes from June 2021

Motion to approve minutes by Zimmermann, second by McConnell. The motion was passed.

4. Comments from the Publics:

There were no comments.

It was noted by McConnell that our new Martin sign on the lakefront has been vandalized. It should be vandal-proof. She will check with the sign company to see it is replaceable.

5. Budget

Rodriguez reported that we had a \$4,807.29 carryover from last year's budget, not spent primarily because of Covid. Flower presented a Finance Worksheet from the city showing the Avian Committee's budget vs. the actual amount spent through 7/21/21.

A discussion about the 2022 budget and plans for activities, outlays and improvements followed:

Martin Houses: Leonard suggested we purchase a few more Martin houses, Rodriguez said research shows that clusters of Martin houses are advantageous. Suggested we could buy 2 more houses from the carry-over balance. It was pointed out that we have already moved two of the Martin houses from unused sites (Museum and Pond View), but that Martin "scouts" are out looking for next year's nesting locations. McConnell suggested locating a Martin house in Flat Iron Park.

Grow Native: Committee questioned if "grow native" is really our area of interest. McConnell suggested we encourage use of native plants, speakers, materials, etc., but not plant and tend native gardens. She suggested we consider contacting Belinda at Burlington Garden Center for a Tuesday at 2 presentation and help the Geneva Lake Conservancy promote Conservation @ Home.

Grants – Zimmermann suggested we could aggressively pursue grant money.

Rodriguez suggested we request the same amount from the city as last year (\$3025) and use the carry-over money we have on hand for extra costs and activities.

Action: Committee members agreed to ask the City for the same amount as last year (\$3025); debit our carry-over \$1350, for a 2022 budget of \$4375. That leaves us with \$3450 (from carry-over funds) for projects, new houses, outreach, etc., as we determine the best uses.

Discussion about a budget narrative and presentation – Zimmermann will create a succinct presentation and spreadsheet. More discussion about the budget presentation at the next meeting.

6. Purple Martin Update:

Leonard reports a successful season – occupancy in every house. Birds have fledged, so hard to count now. Leonard and Gallo estimate about 80 to 85% of eggs hatched. Thanked the volunteers for doing a great job. Leonard used small amount of mite powder to fend off mites and blowflies – don't seem to have a problem.

7. Swift Night Out Update (September 9, 2021)

McConnell has two food vendors lined up so far. Rodriguez will contact Inspired about coffee.

McConnell said the Schlitz Audubon program will be similar to the one held at the library this summer, but ours will be indoors. Will ask Janet (Geneva Lake Museum) to help with publicity from the museum's end. Happ will help with other publicity, including the Badger backpack, VISIT Lake Geneva, local media, Lakeland Audubon and the Geneva Lake Conservancy.

Michael Schlesinger CBS Channel 58 weatherman/reporter will attend – we'll provide him with a PowerPoint and some talking points.

9. Christmas Tree Walk at the Museum

Forms have been sent – Rodriguez will let us know when to help set-up – need new ideas for decorations.

10. Cookies for a Cause

Avian Committee has the month of September. We will need a few volunteers to help package cookies and will need to provide rack cards. Zimmermann offered to create rack cards.

11. Bird City Application

Zimmermann reviewed last year's application – Suggested we work in teams on the areas that have changed to update the application.

Additional: Zimmermann reported that the local Brownie Troop would like to play the bird migration game – tentatively set for Aug 17 or 19.

12. Next meeting

Tuesday, September 7 at 6 p.m.

13. Future Agenda Items

- * Plaque for St. Francis School to be presented at the City Council meeting on Monday, September 13
- * Review Budget Request
- * Bird City Application
- * Public events and outreach/brochures
- * Purple Martin Update
- * Cookies for a Cause Update
- * Christmas Tree Walk and Christmas Bird Count
- * Learn to Soar Proclamation

14. Adjourn: Zimmermann moved to adjourn, seconded by McConnell and approved. Meeting adjourned at 7:20 p.m.

Respectfully submitted
Kelley Happ
8/23/21

Account Number	Account Title	2021-21 Period Actual	2021-21 Current year Actual	Current year Budget	Variance Current year	% of Budget
GENERAL FUND						
MISCELLANEOUS						
MISCELLANEOUS						
11-70-00-47300	AVIAN DONATIONS	.00	7.00	1,330.00	1,323.00	.53
Total MISCELLANEOUS:		.00	7.00	1,330.00	1,323.00	.53
MISCELLANEOUS						
11-70-00-57800	AVIAN COMMITTEE EXPENSES	400.71	2,483.78	3,025.00	541.22	82.11
Total MISCELLANEOUS:		400.71	2,483.78	3,025.00	541.22	82.11
Net Total GENERAL FUND:		400.71-	2,476.78-	1,695.00-	781.78	146.12
Net Grand Totals:		400.71-	2,476.78-	1,695.00-	781.78	146.12

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
AVIAN DONATIONS			01/01/2021 (00/21) Balance	11-70-00-47300			.00
02/15/2021	CR	15000231	HALE-2 - HALE-2 Description: HALE-2 - HALE-2			2.00-	
			02/28/2021 (02/21) Period Totals and Balance		.00 *	2.00- *	2.00-
04/12/2021	CR	15000750	AVIAN DONATIONS - BRESNAHAN, STACY Description: AVIAN DONATIONS - BRESNAHAN, STACY			2.00-	
04/20/2021	CR	15000836	SHIMES-2 - SHIMES-2 Description: SHIMES-2 - SHIMES-2			2.00-	
			04/30/2021 (04/21) Period Totals and Balance		.00 *	4.00- *	6.00-
05/04/2021	CR	15001012	BIRD CITY - BIRD CITY Description: BIRD CITY - BIRD CITY			1.00-	
			05/31/2021 (05/21) Period Totals and Balance		.00 *	1.00- *	7.00-
			08/31/2021 (08/21) Period Totals and Balance		.00 *	.00 *	7.00-
YTD Encumbrance		.00	YTD Actual -7.00 Total -7.00	YTD Budget -1,330.00	Unearned 1,323.00		
AVIAN COMMITTEE EXPENSES			01/01/2021 (00/21) Balance	11-70-00-57800			.00
01/09/2021	AP	111	LAKE GENEVA PUBLIC LIBRARY **Desc: YTH MATLS-BIRD WATCHING KITS		300.00		
			01/31/2021 (01/21) Period Totals and Balance		300.00 *	.00 *	300.00
01/21/2021	AP	239	CHASE CARD SERVICES **Desc: BIRD CITY ANNUAL RENEWAL		125.00		
02/03/2021	AP	266	COPIES & PRINTS PLUS LLC **Desc: GREAT BY BIRD COUNT-MATL		11.88		
02/18/2021	AP	658	ZIMMERMANN, CAROL **Desc: PKT FOLDERS-LEARNING TO SOAR		14.76		
			02/28/2021 (02/21) Period Totals and Balance		151.64 *	.00 *	451.64
03/12/2021	AP	398	COPIES & PRINTS PLUS LLC **Desc: BIRD MIG GAME REVSE-COVID		10.80		
03/10/2021	AP	482	ZIMMERMANN, CAROL **Desc: BIRD MIG GAME REVISE-COVID		73.93		
			03/31/2021 (03/21) Period Totals and Balance		84.73 *	.00 *	536.37
04/21/2021	AP	253	LEONARD, BEVERLY **Desc: PURPLE MARTIN HSE-SUPPLIES		75.78		
04/19/2021	AP	615	GENEVA LAKE CONSERVANCY **Desc: GRANT FUNDS TR		500.00		
			04/30/2021 (04/21) Period Totals and Balance		575.78 *	.00 *	1,112.15
04/20/2021	AP	327	ZIMMERMANN, CAROL **Desc: (10) STORYBOOK TRAIL SIGNS		578.00		
05/06/2021	AP	328	ZIMMERMANN, CAROL **Desc: MIGRATORY BIRD DAY PROGRAMS		101.40		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
05/14/2021	AP	489	ST FRANCIS DE SALES **Desc: GRANT-LEARNING TO SOAR		111.78		
			05/31/2021 (05/21) Period Totals and Balance		791.18 *	.00 *	1,903.33
05/21/2021	AP	9	COPIES & PRINTS PLUS LLC **Desc: SIGNS/POSTERS-BIRD MIG		12.00		
05/26/2021	AP	10	COPIES & PRINTS PLUS LLC **Desc: SIGNS/POSTERS-BIRD MIG		11.95		
06/11/2021	AP	448	COPIES & PRINTS PLUS LLC **Desc: MEM BOOK-GS LRN TO SOAR		5.85		
06/28/2021	AP	808	ST FRANCIS DE SALES **Desc: GRANT-BUS TRANS 4 SEASONS		58.44		
			06/30/2021 (06/21) Period Totals and Balance		88.24 *	.00 *	1,991.57
07/26/2021	AP	684	BEVERLY LEONARD TRUST **Desc: PMCA ANNUAL MEMBERSHIP		75.00		
07/30/2021	AP	706	COPIES & PRINTS PLUS LLC **Desc: RACK CARDS-FUNDRAISER		16.50		
			07/31/2021 (07/21) Period Totals and Balance		91.50 *	.00 *	2,083.07
08/03/2021	AP	10	COPIES & PRINTS PLUS LLC **Desc: RACK CARDS-SWIFT NIGHT OUT		44.00		
08/04/2021	AP	282	COPIES & PRINTS PLUS LLC **Desc: RACK CARDS-SWIFT NIGHT OUT		44.00		
07/14/2021	AP	590	A+ GRAPHICS & PRINTING **Desc: LEARNING TO SOAR PRGM		65.45		
07/20/2021	AP	724	MCCONNELL, SARAH **Desc: LEARNING TO SOAR-AWARD		79.76		
08/26/2021	AP	776	COPIES & PRINTS PLUS LLC **Desc: YARD SIGNS-SWIFT NIGHT OUT		142.50		
08/27/2021	AP	777	COPIES & PRINTS PLUS LLC **Desc: SWIFT NIGHT POSTERS		25.00		
			08/31/2021 (08/21) Period Totals and Balance		400.71 *	.00 *	2,483.78
YTD Encumbrance		.00 YTD Actual	2,483.78 Total	2,483.78 YTD Budget	3,025.00 Unexpended	541.22	
AVIAN COMMITTEE DONATION EXP			01/01/2021 (00/21) Balance	11-70-00-57810			.00
			08/31/2021 (08/21) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
Number of Transactions: 27 Number of Accounts: 3					Debit	Credit	Proof
Total GENERAL FUND:					2,483.78	7.00-	2,476.78
Number of Transactions: 27 Number of Accounts: 3					Debit	Credit	Proof

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Grand Totals:					2,483.78	7.00-	2,476.78

Report Criteria:

Actual Amounts
All Accounts
Summarize Payroll Detail
Print Period Totals
Print Grand Totals
Include Only Description Comments
Page and Total by FUND
All Segments Tested for Total Breaks
[Report].Account Number = "11700047300","11700057800","11700057810"