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

COMMITTEE OF THE WHOLE
MONDAY, OCTOBER 4, 2021 – 6:00 PM
CITY HALL BUILDING, COUNCIL CHAMBERS

COUNCIL PRESIDENT, RICH HEDLUND
ALDERPERSONS: JOAN YUNKER, MARY JO FESENMAIER, TIM DUNN, CINDY FLOWER, SHARI STRAUBE, KEN HOWELL, AND JOHN HALVERSON

CITY HALL WILL BE OPEN TO THE PUBLIC DURING ALL MEETINGS. THE CITY OF LAKE GENEVA IS HOLDING ALL MEETINGS VIRTUALLY AS WELL AS IN PERSON. IF YOU WISH TO LISTEN OR WATCH THE MEETING YOU MAY DO SO BY USING THE FOLLOWING:

1. Links to the City of Lake Geneva's live video stream can be found at www.cityoflakegeneva.com/video
2. Television: Watch live broadcast of the meeting on Spectrum Cable Channel 25
3. Listen to audio via phone: (602) 333-2017 (Long distance rates may apply) (888) 204-5987 (Toll Free)
   Access Code: 9746153

AGENDA

1. Council President Hedlund calls the meeting to order
2. Pledge of Allegiance – Ald. Flower
3. Roll Call
4. Comments from the public as allowed by Wis. Stats. §19.84(2), except for public hearing items. Comments will be limited to 5 minutes. Be further advised that matters brought up at this time may be referred to the appropriate committee or individual for further discussion and consideration.
5. Presentation by LPI Communications concerning ideas for a city newsletter
6. Presentation by Granicus concerning Short Term Rental Software
7. **STANDING COMMITTEE REPORTS.** The following Aldermen will be given the opportunity to make announcements or reports at the meeting in regards to committee activities they have been involved in since the last meeting on behalf of the City, future activities and citizen contacts. It is not contemplated that these matters will be discussed or acted on but referrals to the appropriate committees and/or individuals will be made.
   a. Finance, License & Regulation Committee, Alderperson Howell
   b. Personnel Committee, Alderperson Hedlund
   c. Public Works Committee, Alderperson Flower
   d. Piers, Harbors, & Lakefront Committee, Alderperson Yunker
8. **COMMITTEE, COMMISSION AND BOARD REPORTS.** The following committee representatives will be given the opportunity to make announcements or reports at the meeting in regards to committee activities they have been involved in since

the last meeting on behalf of the City, future activities and citizen contacts. These matters will be required to be placed on the agenda to comply with Wis. Stats.

a. Utility Commission, Alderperson Flower

b. Tree Board, Alderperson Halverson

c. Police & Fire Commission, Alderperson Yunker

d. Plan Commission, Alderperson Dunn

e. Board of Park Commissioners, Alderperson Fesenmaier

f. Library Board, Alderperson Halverson

g. Historic Preservation Commission, Alderperson Dunn

h. Avian Committee, Alderperson Flower

i. Tourism Commission, Alderpersons Hedlund & Fesenmaier

9. **COUNCIL REPRESENTATIVES SERVING ON OTHER BOARDS AND COMMITTEES.** The following committee representatives will be given the opportunity to make announcements or reports at the meeting in regards to committee activities they have been involved in since the last meeting on behalf of the City, future activities and citizen contacts. These matters will be required to be placed on the agenda to comply with Wis. Stats.

a. VISIT Lake Geneva, Alderperson Halverson

b. Geneva Lake Museum, Alderperson Dunn

c. Lake Geneva Economic Development Corporation, Alderpersons Hedlund & Howell

d. Geneva Lake Environmental Agency, Alderperson Fesenmaier

e. Geneva Lakes Family YMCA, Alderperson Straube

f. Geneva Lake Use Committee, Alderperson Dunn

g. Business Improvement District, Alderperson Straube

10. Adjourn

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

cc: Aldermen, Mayor, Administrator, Attorney, Media

Paper newsletter:

Direct mail to specific addresses:

option one:

Approximately $0.71 per piece

Number needed: TBD (Police have on data base with every address in the city)

EDDM mail rate:

Option2:

Approximately $0.23 per piece

Number needed to cover applicable mail routes: initial estimate 6,719

Post office delivers via mail routes and cannot deliver, using this program, to individual / specific addresses.

Initial set up expenses, etc.

https://eddm.usps.com/eddm/select-routes.htm

FINANCE, LICENSING & REGULATION COMMITTEE MINUTES
TUESDAY, SEPTEMBER 7, 2021 – 4:30 PM
CITY HALL, COUNCIL CHAMBERS

Committee Members: Chairperson Ken Howell, Alderpersons: Joan Yunker, Mary Jo Fesenmaier, John Halverson, and Rich Hedlund

Chairperson Howell called the meeting to order at 4:30 p.m.

Roll Call
Present: Howell, Fesenmaier, Yunker, and Hedlund
Absent: Halverson

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
None

Approve the minutes of the August 17, 2021 Finance, Licensing, and Regulation Committee meeting as prepared and distributed
Motion by Yunker to approve, second by Hedlund. No discussion. Motion carried 4-0.

Licenses & Permits

Discussion/Recommendation regarding a Tier I Event Permit Application filed by the Badger High School for the event of Annual Homecoming Game to be held Friday, October 15, 2021 from 7:00 p.m. to 10:00 p.m. ***(portion of Wells Street to be closed from post-game to approximately 9:00 p.m.)***
Motion by Hedlund to approve, second by Yunker. No discussion. Motion carried 4-0.

Discussion/Recommendation regarding a Fireworks Permit filed by Badger High School for the Annual Homecoming Fireworks to be held Friday, October 15, 2021 from post-game to approximately 9:00 p.m., located near Lake Geneva Middle School
Motion by Yunker to approve, second by Hedlund. No discussion. Motion carried 4-0.

Discussion/Recommendation regarding the Original Regular "Class B" Intoxicating Liquor license and Class "B" Fermented Malt Beverage license application filed by Ovalle-Perez LLC d/b/a Taqueria el Gallo de Oro, Agent, Cynthia Perez, located at 820 Williams St, Lake Geneva
Motion by Yunker to approve, second by Fesenmaier. No discussion. Motion carried 4-0.

Discussion/Recommendation regarding a Temporary Operator License filed by Dana Erickson to be used at the FalzFest Event held on September 17, 2021, located at 965 Wells St
Motion by Hedlund to approve, second by Fesenmaier. No discussion. Motion carried 4-0.

Discussion/Recommendation regarding Impact Fees/ Impact Fee Study
Jon Cameron from Ehlers and Associates addressed the committee regarding Impact Fees. He noted that before any impact fees can be collected, a municipality must complete an impact fee study; he then outlined the eligible impact fee areas. He noted fees collected must be used within eight years, with the exception of sewer, which must be used within ten years. Cameron explained part of the process would be a public facilities needs assessment; which would inventory existing facilities and analyze deficiency/growth. If it happened that the impact fee was collected and never spent, it would have to be refunded to the payers.
Cameron noted that multiple areas for impact fee collections could be done within one document, but would need its own study. The cost would be approximately $5,000 to $7,000 per area of study.
Finance Director Hall noted the City currently collects impact fees for park, water, and sewer. She added that the City Leadership Team had put together a list of potential department needs, but would like to have a document that would identify what actually qualifies for an impact fee. City Administrator Nord stated that maybe the Leadership team list could be part of a proposal for a firm to identify for eligibility.
Hedlund would like to see studies done for water, sewer, parks, traffic control, fire facility, and highways. Fesenmaier would like to send this to the Council for a final approval to send out proposals to qualified firms.
Motion by Fesenmaier to draft a proposal to be sent to eligible firms, second by Howell. Motion carried 4-0.

Presentation of Accounts

Prepaid Bills in the amount of $ 64,790.16
Motion by Yunker to approve, second by Fesenmaier. No discussion. Motion carried 4-0.

Regular Bills in the amount of $389,323.64
Motion by Hedlund to approve, second by Yunker. No discussion. Motion carried 4-0.

Adjournment
Motion by Hedlund to adjourn, second by Yunker. Motion carried. The meeting adjourned at 5:08 p.m.

FINANCE, LICENSING & REGULATION COMMITTEE MINUTES
TUESDAY, SEPTEMBER 21, 2021 – 4:30 PM
CITY HALL, COUNCIL CHAMBERS

Committee Members: Chairperson Ken Howell, Alderpersons: Joan Yunker, Mary Jo Fesenmaier, John Halverson, and Rich Hedlund

Chairperson Howell called the meeting to order at 4:30 p.m.

Roll Call
Present: Howell, Halverson, Hedlund, Fesenmaier, and Yunker
Absent:

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
Sarah Hill; 1024 George St; Spoke in opposition of the New Year's Eve Gala being hosted by the City. She further spoke in regards to the change orders for Phase I and Phase II of the Riviera Restoration Project. She also spoke in opposition of the annexation of various unincorporated town properties.

Approve the minutes of the September 7, 2021 Finance, Licensing, and Regulation Committee meeting as prepared and distributed
Motion by Halverson to approve, second by Hedlund. No discussion. Motion carried 5-0.

Licenses & Permits

Discussion/Recommendation regarding a Tier I Event Permit Application filed by the Badger High School for the event of Annual Homecoming Parade to be held Friday, October 15, 2021 from 4:00 p.m. to 5:30 p.m.
Motion by Hedlund to approve, second by Yunker. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding an Original "Class A" Intoxicating Liquor License and Class "A" Fermented Malt Beverage License Application filed by Fontana Petro Inc d/b/a Fontana Petro, Agent, Prabh Thind, located at 501 Interchange North, Lake Geneva
Motion by Yunker to approve, second by Fesenmaier. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding an Agent Change for Samson Enterprises LLC to Tai Starr Serna
Motion by Hedlund to approve, second by Yunker. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding City of Lake Geneva Insurance Renewal for 2021-2022
Motion by Halverson to allow Paul Lessila to address the committee, second by Yunker. Motion carried 5-0.
Lessila addressed the committee regarding the proposed 2021-2022 insurance renewal. He noted that the property insurance only saw a 2% rate increase; this was due to the Riviera Restoration project. He added the liability which includes the auto insurance, stayed flat from 2020-2021. The worker's compensation portion is set by state set rates; the MOD is at 105, which is an 18% increase due to claims. He noted the biggest change is to the cyber insurance; which was reviewed in the market place. He noted that the cyber portion would be moving from CHUBB to the League of WI Municipalities.
Motion by Howell to approve as presented, second by Hedlund. Motion carried 5-0.

Discussion/Recommendation regarding Riviera New Year's Eve Gala Ticket Price to fund the Never Say Never Playground
Mayor Klein addressed the committee regarding the Riviera New Year's Eve Gala. She asked that the committee consider a ticket price of $75 per person with the proceeds going to the Never Say Never playground, near Veteran's Park.
This event will not cost the city any money with all proceeds going to the non-profit.

Motion by Howell to approve the ticket price at $75 with the proceeds to go to the Never Say Never Playground, second by Yunker. Fesenmaier stated that these types of events being hosted by the City, should stop after this year, but encourages it from this year due to the recent renovation project. Motion carried 4-1, with Hedlund voting no.

Discussion/Recommendation regarding Proposals for Auditing Services for the Years 2021-2023, including the City of Lake Geneva, Lake Geneva Utility Commission and Downtown Lake Geneva Business Improvement District
City Administrator Nord reviewed the RFP process, and scoring process completed by himself, the Finance Director, and the Utilities Director. The recommendation from staff is to award to WIPFLI.

Motion by Hedlund to approve awarding the contract to WIPFLI, second by Howell. Motion carried 5-0.

Discussion/Recommendation regarding a proposal for the City of Lake Geneva Piers & Buoy Service for 2022-2024
City Administrator Nord stated that the City sent out RFP's for this service, and only one proposal was received from Gage Marine.
Motion by Yunker to award the contract to Gage Marine, second by Hedlund. Motion carried 5-0.

Discussion/Recommendation regarding Change Order #9 filed by MSI General Corp for Phase I of the Riviera Restoration Project in an amount not to exceed $2,768.00
Jay Craig from MSI General Corp addressed the committee concerning the change order for Phase I. He added that the savings on Phase I was approximately $206,000. Finance Director Hall reviewed her analysis of the overall project, as listed in the packet. She noted that the project is over budget but that money in the fund balance was assigned to cover the overage.
Motion by Fesenmaier to approve change order #9 for Phase I, second by Yunker. Motion carried 5-0.

Discussion/Recommendation regarding final pay request filed by MSI General Corp for Phase I of the Riviera Restoration Project in an amount not to exceed $40,938.00
Motion by Fesenmaier to approve, second by Yunker. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding Change Order #8 filed by MSI General Corp for Phase II of the Riviera Restoration Project in an amount not to exceed $206,020.00
Jay Craig stated that this final change order includes various credits and overages from the second phase. Dave Luterbach noted that this included hardware and wood doors. It also included minor changes in the bathrooms and in the bar area of the ballroom.
*** What did Joan say about the door?***
Hedlund questioned MSI's ability to change the scope of the project. Craig indicated that the Ad Hoc Committee was the main driving vehicle for the approval of the change of scope. Hedlund noted that he was disappointed to see that changes were made without Council approval.
Motion by Howell to approve Change Order #8 for Phase II of the Riviera Restoration project, second by Yunker. Motion carried on a roll call vote 5-0.

Discussion/Recommendation regarding final pay request file by MSI General Corp for Phase II of the Riviera Restoration Project in an amount not to exceed $290,682.00
Motion by Howell to approve the final pay request for Phase II, second by Yunker. Motion carried 5-0 on a roll call vote.

Discussion/Recommendation regarding change order #1 filed by Hogan Environmental Cleaning for the Library Asbestos Abatement Project in an amount no to exceed $3,995.00
Motion by Halverson to approve, second by Fesenmaier. No discussion. Motion carried 5-0 on a roll call vote.

Discussion/Recommendation regarding setting date for 2021 Trick or Treating in the City of Lake Geneva
Motion by Howell to schedule for October 31, 2021 from Noon to 4:00 p.m., second by Fesenmaier. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding possible annexation of various unincorporated areas within and around the City of Lake Geneva
Get language from Dan

Town island annexation discussion on the next FLR. Looking at the roads with split ownership. Stoneridge developer's agreement.
No action taken.

Discussion/Recommendation regarding possibly creating a policy to identify steps for adding items to Committee agendas

Discussion/Recommendation regarding possible purchasing monotubes, poles, and mast arms in regards to the Bloomfield Rd and Edwards Blvd signalization project
Motion by Howell to continue, second by Halverson. No discussion. Motion carried 5-0.

Discussion regarding August Treasurer's Report and Budget versus Actual
Finance Director Hall reviewed the August Treasurer's Report and Budget versus Actual report. No action taken.

Presentation of Accounts

Prepaid Bills in the amount of $ 66,800.77
Motion by Yunker to approve, second by Halverson. No discussion. Motion carried 5-0.

Hedlund left the room at 5:56 p.m.

Regular Bills in the amount of $205,844.28
Motion by Yunker to approve, second by Halverson. No discussion. Motion carried 4-0.

Adjournment
Motion by Halverson to adjourn, second by Yunker. Motion carried 4-0. The meeting adjourned at 5:57 p.m.

SPECIAL FINANCE, LICENSING & REGULATION COMMITTEE MINUTES
BUDGET WORKSHOP
THURSDAY, SEPTEMBER 23, 2021 – 9:00 A.M.
CITY HALL, COUNCIL CHAMBERS

Committee Members: Chairperson Ken Howell, Alderpersons: Joan Yunker, Mary Jo Fesenmaier, John Halverson and Rich Hedlund.

Call to Order:
Chairperson Howell called the meeting to order at 9:00 a.m.

Roll Call:
Present: Howell, Fesenmaier, Halverson and Hedlund
Absent: Yunker (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.
None.

Chairman Howell made a motion to allow Alderperson Flower the right to participate and speak throughout the budget workshop. Seconded by Halverson. Motion carried 5-0.

Presentation / Workshop for the 2022 City of Lake Geneva Budget

Library (9:00a.m. – 9:09a.m.); Library Director Emily Kornak presented the library's request for budget year 2022. Questions and general discussion was held between the committee and Kornak.

Parking (9:09a.m. – 9:27a.m.); Parking Manager Seth Elder presented the Parking Department's requests for budget year 2022. Questions and general discussion were held between the committee and Elder.

Municipal Court (9:28a.m. – 9:30a.m.); Karen Hall presented the Municipal Court's requests for budget year 2022. Questions and general discussion was held between the committee and Hall.

City Clerk (9:30a.m. -9:45a.m.); City Clerk Lana Kropf presented the Clerk Department's proposed budget for 2022. Questions and general discussion was held between the committee and Kropf.

Harbors and Lakefront (9:45a.m. – 10:10a.m.); Harbormaster Steve Russell presented his requests for the 2022 budget. Questions and general discussion was held between the committee and Russell.

From 10:10 a.m. – 10:18a.m. Karen Hall presented the committee with various information related to property tax rates and related items.

Public Works, Streets, Parks and Cemetery (10-18a.m. – 11:22a.m.); Public Works Director Tom Earle (along with the Current Park Board Chair Cindy Forster-Fueredi and Neil Waswo presented his various budget requests for 2022. Earle also reviewed various times being requested within the capital projects and equipment replacement funds. Questions and general discussion was held between the committee and Earle.

At 11:23 a.m. Chairman Howell called the committee into recess until 1 p.m.

At 1:00 p.m. Chairman Howell called the Finance Committee back into session.

Fire Department (1:01 p.m. – 1:28 p.m.); Fire Chief John Peters reviewed the proposed Fire Department budget for 2022. Questions and general discussion was held between the committee and Peters.

Police Department (1:28 p.m. – 2:00 p.m.); Ed Gritzner and Police Chief Mike Rasmussen with the Police Department reviewed the proposed Police Department budget for 2022. Questions and general discussion was held between the committee.

Building & Zoning Department (2:00 p.m. – 2:32 p.m.); Building and Zoning Administrator Fred Walling reviewed the proposed Building and Zoning Department budget for 2022. Questions and general discussion was held between the committee and Walling.

Emergency Management (2:32 p.m. – 2:44 p.m.) Police Chief Rasmussen and Fire Chief John Peters reviewed the proposed Emergency Management budget 2022. Questions and general discussion was held between the committee and Rasmussen and Peters.

At 2:44p.m. Chairman Howell called for a five-minute recess.

City Administrator (2:49 p.m. – 2:54 p.m.); City Administrator Dave Nord reviewed his proposed budget for 2022. Questions and general discussion was held between the Committee and Nord.

Finance, City Attorney and IT Services (2:54 p.m. – 3:00 p.m.); Finance Director Karen Hall reviewed the proposed Finance Department budget for 2022. Questions and general discussion was held between the Committee and Hall. Karen Hall then presented the proposed budget for the City Attorney in 2022. Questions and general discussion was held between the Committee and Hall. Hall then reviewed the proposed I.T. budget for 2022. Questions and general discussion was held between the committee and Hall.

Tourism Commission (3:00 p.m. – 3:08 p.m.); Tourism Commission Chair Brian Waspi reviewed his commission's proposed budget for 2022. Questions and general discussion was held between the Committee and Waspi.

Avian Committee (3:08 p.m. – 3:14 p.m.); Carol Zimmerman, representing the Avian Committee presented the budget request for 2022. Questions and general discussion was held between the committee, Rodriquez and McConnell.

Lake Geneva Historic Preservation Commission (3:15 p.m. - 3:26 p.m.); Ken Etten, Chairman of the Historic Preservation Commission presented the budget request for 2022. Questions and general discussion was held between the committee and Eton.

Geneva Lake Environmental Agency (3:27 p.m. – 3:40 p.m.); Ted Peters; Director of the Geneva Lake Environmental Agency presented the agency's budget request for 2022. Questions and general discussion was held between the committee and Peters.

YMCA (3:40 p.m. – 3:53 p.m.); Mike Kramp, Chief Executive Officer of the YMCA presented the budget request for 2021. Questions and general discussion was held between the Committee and Kramp.

At 3:52 p.m. Alderperson Hedlund left the meeting.

At 3:52 p.m. Karen Hall then briefly addressed the 2022 budget requests for those organizations that did not appear today to make a presentation.

The Geneva Lake Law Enforcement Agency is requesting an increase of $18,000 over their 2021 budget request. No supporting information was provided.

The Geneva Lake Museum is requesting the same amount for 2022 as 2021.

The Water Safety Patrol is requesting an increase of $1,230 over their 2021 budget request.

Neither The Geneva Lake Use Committee nor the Geneva Lake Level Committee requested any funding from the City in 2022.

The Lake Geneva Business Improvement District (BID) provided no documentation to the City for review at this Special FLR meeting.

Karen reported that the next budget meeting will be Wednesday, October 6, 2021 at 4:30 p.m. in Council Chambers.

At 4:02 p.m. Alderperson Fesenmaier moved to adjourn, seconded by John Halverson. Motion carried by unanimous voice vote.

Personnel Committee Minutes
Wednesday, September 8, 2021- 4:00 p.m.
City Hall, Council Chambers

Members: Chairperson Rich Hedlund, John Halverson, Ken Howell, Cindy Flower, and Shari Straube

Chairperson Hedlund called the meeting to order at 4:00 p.m.

Roll Call
Present: Hedlund, Flower, Halverson, and Howell
Absent: Straube

Comments from the public limited to 5 minutes, limited to items on this agenda
None

Approval of the Personnel Committee minutes of August 2, 2021 as prepared and distributed
Motion by Flower to approve, second by Halverson. Flower expressed concerns with continued items from the prior meeting not being on this agenda. Motion 4-0.

Discussion/Recommendation regarding City of Lake Geneva 2022 Health Insurance Plan
Matt Chadwick from Cottingham Butler addressed the committee regarding the City's Health Insurance Plan. He noted that claims are up 4% from 2020, which is not an issue; this is mainly due to the COVID-19 pandemic. He indicated he will be conducting the market research for potential different carriers and will be able to finalize numbers in October. He explained that the City has a 99% enrollment rate on to its plan; most companies/employers show 80% enrollment. Chadwick further explained the new Family Advantage Health Plan; which would give employees some incentive to possibly join a spouse's health plan. Committee discussion included concerns with the potential gap in open enrollments for employee spouses and the City employees. Chadwick offered video education to give to the employees to help answer questions about the new plan. No action taken.

Adjourn
Motion by Flower to adjourn, second by Howell. Motion carried 4-0. The meeting adjourned at 4:59 p.m.

CITY OF LAKE GENEVA PUBLIC WORKS COMMITTEE MINUTES
MONDAY, AUGUST 23, 2021 4:00 P.M.
LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (LOWER LEVEL)

Members: Chairperson Cindy Flower, Mary Jo Fesenmaier, Rich Hedlund, Tim Dunn, and John Halverson

Chairperson Flower called the meeting to order at 4:00 p.m.

Roll Call
Present: Flower, Hedlund, Fesenmaier, Dunn and Halverson
Absent: None

Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda. Comments will be limited to 5 minutes
Amy Seinkowksi; 1034 George St; Spoke in regards to the speeding occurring on George Street. She recommended that solar powered speed signs be installed and that sidewalks be installed in that area.

Carol Pearson; 932 George St; Spoke in regards to the speeding occurring on George Street. She also spoke in regards to the creation of a sidewalk maintenance policy.

Approval of the July 26, 2021 Public Works Committee meeting minutes as prepared and distributed
Motion by Hedlund to approve, second by Halverson. Discussion included how agenda items are moved from one committee to the next for Council action. Motion carried 5-0.

Director of Public Works Report

Update regarding the Cemetery
Director of Public Works Earle addressed the committee concerning the Oakhill Cemetery. There will be a meeting coming up to discuss, but all is going well in the Cemetery. No action taken.

Update regarding Venetian Festival
Director of Public Works Earle addressed the committee concerning the Venetian Festival. He noted that the Festival went very well for all City departments involved. He thanked all involved for the hard work. No action taken.

Fesenmaier stated that there have been concerns with street signs being faded and unreadable; she asked that they be reviewed and possibly replaced.

Earle stated he and the Utilities Director have met with the Wis DOT concerning the upcoming Highway 50 project. Major concerns including lack of sidewalks along that corridor along with traffic control updates. The Beautification Committee would also like to be a part of the project as well. Flower would like this to be added to a future agenda for discussion.

Earle stated that there are consultants online to discuss agenda items #16 and #17; he asked that those be moved up on the agenda.

Motion by Hedlund to suspend the rules and move up those agenda items, second by Fesenmaier. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding 2022 Street Improvement Project
John Jenkins with MSA Professional Services addressed the committee concerning the 2022 Street Improvement Project. He inquired about the status of Pine Tree Ln and Marianne Ter and was looking for the committee's direction on how to move forward. He noted that it would be a choice between a mill and overlay versus a reconstruction. Earle added the largest issue there is the topography and would like MSA to explore the best option for that area as part of the engineering. Discussion noted there is still review of the Utilities in that area. Concerns were raised with the drainage issues at the bottom of this area. Jenkins noted this project could be a hybrid, wherein the top portion of the road could be a mill and overlay with the bottom being a total reconstruction. The reconstruction could include the replacement utilities and inclusion of curb/gutter.
Committee discussion included the desire to see a plan that would include a hybrid option that includes the utility portion.
Motion by Fesenmaier that MSA present to two options (a mill and overlay option and a total reconstruction option) to the committee including the Utility replacement options and the access to the lift station, second by Halverson. Motion carried 8-0.

Discussion regarding the Disc Golf Park survey data
Earle addressed the committee regarding the survey data and the bridges located in this area. Bridges one, five, and three were closely examined. There were issues with redoing bridge five in the current area as there are existing utilities that would prohibit the change. With that concern, the Park Board would like bridge three to be considered in its place. Earle stated that this could potentially go out for bid this fall sometime, if the committee so desired. Committee discussion included if there was a need to replace bridge #3 and if the budget could support the cost.
Earle noted this discussion should go to the Park Board for review, as that is in their purview. The Public Works Committee would like this to be moved to 2022. Both bridges could be considered upon approval of the Park Board. No action taken.

Parking Manager Report
Parking Manager Elder addressed the committee concerning the Parking Enforcement Department. He noted that the parking department had collected about $396,000 in July between the kiosks and ParkMobile App. He stated that August has been extremely busy too, especially with Venetian Festival. Elder added the church parking placard program seems to be growing in usage as the weeks continue.
He also noted that the number of tickets issued/paid has been fairly consistent from year to year.
Elder explained the downtown shuttle for the various downtown events has been used fairly consistently; the major of the pickups have been from the Home Depot lot versus the City owned lot adjacent to the ServPro. Earle added it may be a good idea to consider making updates to that city owned lot to maybe encourage more parking in that area. The committee asked that Manager Elder provide data regarding shuttle use. No action taken.

Discussion/Recommendation regarding the sidewalk assessment/cost share policy; including damage by trees
Flower distributed materials relating to the ADA Compliance for sidewalks. Flower reviewed the City of Middleton policy/program; she noted this plan was very comprehensive and followed an eight-year cycle. She would like to see the whole City addressed by aldermanic district. She would like this pan to include the special assessment changes for sidewalk repairs and installations as well. Hedlund stated that if a tree has caused the damage it should be removed and replaced, at the cost of the City. Fesenmaier stated that she would like to see how other municipalities handle these types of situations, for comparison.

Motion be Flower to direct staff to review these policies for further discussion and possible use the Library Park sidewalk funds to facilitate, second by Fesenmaier. Motion carried 5-0.

Discussion/Recommendation regarding winter maintenance of City bike paths
Earle explained that some of the paths are plowed based on weather and availability of staff. He added it may not need feasible for the City to plow all of the paths within the City. Flower stated there should be some guidance as to which ones will be plowed if all of them will not be plowed. Preference would be given to largely traveled paths to necessary stores or areas throughout the City. Earle expressed concerns with the sidewalk on Townline Road; this is technically a sidewalk, not a path and should be the responsibility of the adjacent home owner.
Motion by Flower to amend the ordinance to include the requirement of snow clearing where bike paths run parallel or adjacent to City streets to be cleared by adjacent home owners, where applicable based on a map depiction, second by Fesenmaier. Motion carried 5-0.

Discussion/Recommendation regarding Oak Hill Cemetery
Motion by Flower to continue, second by Fesenmaier. Motion carried 5-0.

Discussion/Recommendation regarding Library restroom funding
Flower stated this item is in regards to the outside bathrooms within the Library Park. Earle stated that this project is already underway and would include an upgrade to the furnace. No action taken.

Discussion/Recommendation regarding Library Park sidewalk repair
Motion by Flower to continue, second by Halverson. Motion carried 5-0.

Discussion/Recommendation regarding possibly vacating Logan Street
Earle stated that at the City is responsible for a section of the right of way that is not accessible by the City. A portion of that vacation was done, near the Lutheran church, but it was not continued all the way to Highway H. He recommended that the City vacate that remaining portion and split between the two properties.
Motion by Flower to continue, second by Fesenmaier. Motion carried 5-0.

Discussion/Recommendation regarding vandalism at Dunn Field and other City parks
Earle stated that the bathrooms at Dunn Park have been closed outside of Public Works Department hours, due to the amount of vandalism at this location.

Motion by Flower to continue, second by Halverson. Motion carried 5-0.

Discussion/Recommendation regarding speeding concerns on George St
Earle stated there was a traffic trailer in that area for a while and that the Police Department has the data.

Motion by Fesenmaier to refer to the Police & Fire Commission, second by Dunn. Motion carried 5-0.

Discussion/Recommendation regarding the guardrail on George Street at Maxwell Street
Earle stated this guardrail had been damaged and that it would not be covered by the insurance company. There were questions of the guardrail is even needed in this area.
Motion by Flower to direct the City Engineers to review if the guardrail is needed and bring forward a review for next month, second by Fesenmaier. Motion carried 5-0.

Adjourn
Motion by Hedlund adjourn, second by Halverson. Motion carried 5-0. The meeting adjourned at 6:01 p.m.

PIERS, HARBORS, AND LAKEFRONT COMMITTEE MINUTES
TUESDAY, SEPTEMBER 15, 2021 5:00 PM
CITY HALL, COUNCIL CHAMBERS

Committee Members: Chairperson Joan Yunker, Alderpersons: Shari Straube, Ken Howell, Rich Hedlund, and Tim Dunn
Chairperson Yunker called the meeting to order at 5:00 p.m.

Roll Call
Present: Yunker, Howell, Dunn, Hedlund and Straube (arrived at 5:09pm)

Discussion/Recommendation regarding the approval of the August 10, 2021 Piers, Harbors, and Lakefront Committee minutes as prepared and distributed. Moved by Hedlund, seconded by Dunn. Motion carried by unanimous voice vote.

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

Jim Strauss addressed the committee concerning agenda item 7 concerning his objections to the proposal

Alderperson Mary Jo Fessenmaier addressed the committee to compliment the Harbormaster concerning his monthly report (agenda item 5), and to express her objections to objections to potentially selling the municipal owned west pier (agenda item 7)

Ed Van Horn of 1025 Timothy spoke to express his opposition to agenda item 7

Janet Ewing of Lockwood Blvd spoke to express her opposition to agenda item 7

Harbormaster Report. Harbormaster Russell addressed the committee and reviewed the contents of the packet materials provided for this meeting. General discussion was held on the various topics outlined within his written report.

Discussion/Possible Recommendation on RFP responses for slips and buoy commercial installation. City Administrator Nord reported that the City received one proposal which was from Gage Marine. Nord noted that City staff made efforts to attract additional proposals. Based on review by various staff, Nord recommended that this proposal be accepted and forwarded to the City Council for final approval. Moved by Hedlund, seconded by Howell. Motion carried by unanimous voice vote.

Discussion the sale of municipal west end boat slips. Chairman Yunker placed this item on the agenda to hold general discussion on the idea as a way to generate revenues for the City. Yunker covered various upcoming expenses related to the west end pier that the City will need to address. General discussion was held by the members with al saying they were against the idea, but all expressed interest in some manner of rate adjustment for the slips. No action was taken.

Discussion/Recommendation on any revisions to Riviera 1st floor retail leases (length of lease, rate of rent, changes to leases for 2022 and beyond). Nord addressed the committee to report that the current 1st floor renters are seeking a multi-year lease with the City. Nord reported there have been no issues reported on the first floor between the various tenants. Discussion was held by the members where there was interest expressed in determining if any of the shops wished to remain open year round. Additionally, the committee expressed interest in adding some manner of rate "escalator" to offset inflation. Consensus of the Committee to continue this topic to the next meeting so Nord could speak with the tenants, conduct other research and report back.

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Discussion/Possible Recommendation on defining Non Resident Property Owner as "the owner of a dwelling within the City of Lake Geneva and said owner resides in the dwelling for a period of at least 30 days between Memorial Day and Labor Day". Harbormaster Russell reported that the committee may want to amend the current definition to better administer the leasing program. Some general discussion about breaking "nonresident property owner" into two categories; vacant lots and lots that are developed. Some discussion was held. It was the consensus of the committee to continue this discussion at the next committee meeting.

Discussion/Possible Recommendation to amend Definition of "boat" or "watercraft" to state it must be registered with the State of Wisconsin, must NOT be manually propelled. Must have propulsion (OB, I/O, Inboard) or be able to be propelled by wind (functional sails). Harbormaster Russell expressed his opinion that an improved definition needs to be added to all leases for next year and beyond. Currently some individuals are using unusable boats as a "holding" mechanism on the buoys while waiting for a slip to open up. After general discussion, it was the consensus of the committee that the Harbormaster meet with the City Attorney to draft an ordinance to address this issue and forward it to the FLR Committee once it is ready to present. Moved by Howell, seconded by Hedlund. Motion carried by unanimous voice vote.

Adjournment. At 5:42 pm, Motion by Howell to adjourn, seconded by Hedlund. Motion carried by unanimous voice vote.

Lake Geneva Utility Commission Minutes
Special Lake Geneva Utility Commission Meeting
Thursday September 2, 2021 4:00pm
Council Chambers, City Hall – 626 Geneva St

THIS MEETING WAS HELD IN PERSON

Call Meeting to Order – Lyon called the meeting to order at 4:00pm

Roll Call – Lyon, Klein, Esarco, Hedlund, Nord & Binn **Absent** – Flower

Staff in Attendance – Gajewski

Comments from the public as allowed by Wis. Statutes §19.84 (2), limited to items on this agenda except for public hearing items. Comments will be limited to 5 minutes.

None

Discussion/Action on request for Change Order #1 from Genesis Excavating for the Warren St. and Wells St. Water Main Project

Gajewski reported that Genesis Excavating requested a change to the substantial completion date due to a delay on their current project. Staff have discussed this and consulted with Public Works, and they do not foresee a problem with this change. Discussion followed.

Hedlund/Esarco motion to approve extending the substantial completion date for the Warren Street and Wells Street Water Main Project from October 1, 2021 to October 18, 2021 and to direct staff to have a change order prepared and executed by the Contractor and the Utility, authorizing the Director to sign on behalf of the Utility. Passed 6-0.

Adjourn

Hedlund/Esarco motion to adjourn at 4:05pm. Passed 6-0.

/s/ Jo Busch, Office Manager

THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE LAKE GENEVA UTILITY COMMISSION

City of Lake Geneva, 626 Geneva St, Lake Geneva, Wisconsin- 262.248.3673- www.cityoflakegeneva.com

POLICE AND FIRE COMMISSION MEETING MINUTES
THURSDAY SEPTEMBER 9, 2021 – 6:00 P.M.
CITY HALL, COUNCIL CHAMBERS

Commission Members: President Jim Connors, Vice President Ted Horne, Commissioners: Jay Fairbanks, Chuck Saul and Spyro Condos, Police and Fire Liaison JoanYunker, Town of Geneva Fire Liaison Larry Kulik

1. Call meeting to order
   The meeting was called to order by Commissioner Connors at 6:00 p.m.

2. Pledge of Allegiance
   The Pledge of Allegiance was led by Comptroller Hall.

3. Roll Call
   Commissioners Connors, Fairbanks, Saul, Condos and Horne were present. Also present were Police and Fire Liaison Yunker, Town of Geneva Fire Liaison Kulik, Police Chief Rasmussen, Police Lieutenant Gritzner, Police Lieutenant Way, Fire Chief Peters, Mayor Klein, Comptroller Hall and Administrative Assistant Papenfus.

4. 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 - NONE

5. Acknowledge Correspondence - NONE

6. City Council Report
   Police and Fire Liaison Yunker reported that the First Responders Gala fundraiser was a success and approximately $72,000.00 was raised. Condos thanked Mayor Klein and Alderman Yunker for supporting the First Responders and planning the nice event.

7. Approval of the Regular Meeting Minutes of August 5, 2021
   Horne motioned to approve the regular meeting minutes of August 5, 2021. Saul seconded. Motion carried 5-0.

8. Approval of the Special Meeting Minutes of August 12, 2021
   Connors motioned to approve the special meeting minutes of August 12, 2021. Saul seconded. Motion carried 5-0.

   Connors motioned to suspend the rules and do combined police and fire budget items 9e. and 10b. Condos seconded. Motion carried 5-0.

   Fire Department agenda item 9e. 2022 Budget
   Saul motioned to recommend to FLR and the City Council approval of the Fire Department budget including the Equipment Replacement. Horne seconded. Roll call vote: Connors-Y, Fairbanks-Y, Saul-Y, Condos-Y, Horne-Y. Motion carried 5-0.

   Chief Peters reviewed the Fire Department 2022 budget, specifically reviewing any changes. Revenue is up $296,414.00. Operational costs are up $551,995.00. The biggest cost increase would be hiring five new full time employees. Three employees would be staffed by the City of Lake Geneva Police Department and two employees would be staffed at the Town of Linn and the costs will be reimbursed by the Town of Linn. Also added to the budget was a grant writing service to hopefully offset the cost of SCBA replacement gear and staffing wages. Chief Peters noted that call volume for 2021 is up 15% from last year.

Chief Peters reviewed the replacement items including turn-out gear, communications equipment, SCBA (breathing apparatus' masks and tanks) and APR's gas masks. A grant writer would be used to write a staffing grant and mask apparatus grants. Any grant proceeds would go back into the Equipment Replacement fund. The only Capital Improvement project to be carried forward would be the station entry card system.

Comptroller Hall discussed a summary of the 2020 audit. The city's General Fund increased approximately $1 million mainly due to beach and parking costs. The Fire Department and the Police Department saved approximately $266,000.00 on their budget last year due to COVID and non-spending. Comptroller Hall believes that due to the increase in the beach and parking costs more money will be added to the General Fund and could help cover the costs of additional personnel.

Police Department agenda item 10b. 2022 Budget
Saul motioned to recommend to FLR and City Council approval of the Police Department budget including revenues, expenses, equipment outlay, and equipment replacement including the addition of two patrol officers and body cameras including a records clerk. Condos seconded. Roll call vote: Connors-Y, Fairbanks-Y, Saul-Y, Condos-Y, Horne-Y. Motion carried 5-0.

Chief Rasmussen reviewed the Police Department 2022 budget and reviewed the changes to revenue and expense accounts. Included in the expense accounts is a 4% salary change for current employees and an increase in PT wages if any PT officers or Community Service Officers are hired. Health Insurance, retirement and social security costs are down due to staffing needs.

Chief Rasmussen reviewed the Equipment Outlay items which includes carpet replacement, computer replacement, office furniture and copy machines for a total of $41,210.00. The Equipment Replacement fund included only one squad car.

Chief Rasmussen reviewed the other items to be added to the budget: Two new officers, Body Cameras and 911 call system upgrade. The first item was to staff two new full time officers due to increased call volume and the inability to hire and retain Community Service Officers and Part Time Officers. The calls are currently 1,300 calls above last year. Chief Rasmussen stated that he would like to hire two new officers a year for the next three years or one new officer over the next six years. Saul asked what the police department's recommendation was for the 2022 budget. Chief Rasmussen stated he would prefer to hire 2 new officers for the next three years stating that it takes approximately one year to have a new officer attend the Police Academy and be fully trained.

The second additional item to be added to the budget included body cameras. Chief Rasmussen stated that the cost of adding the body cameras and additional staff to cover the position would be $112,268.00 per year. Lieutenant Gritzner discussed the body cameras and the cost breakdown each year. The cost would be $24,000.00 per year for the cameras including I-cloud storage, equipment, replacement, maintenance and the cost would be $87,000.00 of the records clerk for reviewing footage and redacting records. It has been suggested by other departments with body cameras to add a full time records clerk due to the increased volume of work required. The Commissioners felt body cameras were needed.

The 911 communications upgrade was discussed. Lieutenant Gritzner discussed the 911 communications system upgrade and noted that the upgrade is a "must-do" because the current system is outdated and cannot be upgraded. The cost of the system would be $35,100.00 per year and would be a cost savings to the department because AT&T would "host" the call handling system so the department does not have to store the equipment. Chief Rasmussen recommended locking into the contract for 10 years so that the company is responsible for all the upgrades and repairs and the cost would remain the same throughout the 10-year contract.

9. Fire Department Business
a. Discussion/Action - Approval of bills for the month of August 2021, operating in the amount of $105,592.27, Capital purchases in the amount of $2,928.48, Equipment Replacement Fund purchases in the amount of $5,002.66, for a total of $113,523.41
Horne motioned to approve the bills for the month of August 2021. Saul seconded. Roll call vote: Connors-Y, Fairbanks-Y, Saul-Y, Condos-Y, Horne-Y. Motion carried 5-0.

b. Discussion – EMS Medical Billing/Stark Medical Billing – No discussion/action

c. Discussion – EMS Call Summary – No discussion/action

d. Discussion/Action – Monthly Chief's Update and Fire Department Report Overview
Chief Peters reviewed the monthly report including new personnel, personnel anniversaries, community events and notable calls for service. The highlighted community events were National Night Out and Venetian Fest.

e. Discussion/Action – 2022 Budget
This agenda item was discussed earlier per motion.

f. Discussion/Action – Approval of policies
- 1029 Smoking & Tobacco Use

Horne motioned to approve Fire Department Policy 1029-Smoking and Tobacco Use. Connors seconded. Motion carried 5-0.

g. Discussion/Action – Acceptance of resignation from FF/PM Ben Stephenson
Connors motioned to accept resignation of FF/Pm Ben Stephenson. Horne seconded. Motion carried 5-0.

h. Discussion/Action- Approval of hiring, pending background & medical
- David Schiltz

Condos motioned to accept hiring of David Schiltz pending background and medical examinations. Horne seconded. Motion carried 5-0.

i. Discussion/Action - Thank You notes – No discussion/action
- Mike & Penny Rasmussen
- Lake Geneva YMCA

j. Discussion/Action - Items to be forwarded to City Council
Monthly expenditures, Chief's monthly report, 2022 budget and thank you notes.

10. Police Department Business

a. Discussion/Action - Approval of bills for the month of August 2021, operating in the amount of $301,447.00, Capital in the amount of $1,999.90 and Equipment Replacement Fund purchases in the amount of $(5,176.10), for a total of $298,270.80
Horne motioned to approve the bills for the month of August 2021. Saul seconded. Roll call vote: Connors-Y, Fairbanks-Y, Saul-Y, Condos-Y, Horne-Y. Motion carried 5-0.

b. Discussion/Action – 2022 budget
Discussed agenda item earlier per motion.

c. Discussion/Action – Embedded crisis worker
Connors motioned to approve the embedded crisis worker pending approval of the Memo of Understanding. Fairbanks seconded. Roll call vote: Connors-Y, Fairbanks-Y, Saul-Y, Condos-Y, Horne-Y. Motion carried 5-0. Chief Rasmussen advised that the department is working with Health and Human Services to staff a full time crisis intervention worker to work specifically with our department. The crisis worker will be housed at the City of Lake Geneva Police Department and will work full time. The City of Delavan and the City of Whitewater have crisis workers already and the program is working very well. The crisis worker would likely start January 2022.

d. Discussion/Action – Confirmation of hiring part time Community Service Officers Terry Coleman, Natalie Alvarez and Tyler Eldridge
Connors motioned to approve hiring of part Community Service Officers Terry Coleman, Natalie Alvarez and Tyler Eldridge. Horne seconded. Roll call vote: Connors-Y, Fairbanks-Y, Saul-Y, Condos-Y, Horne-Y. Motion carried 5-0.

e. Discussion/Action – Accept letter of resignation from Part Time officer Richard Ecklund
Horne motioned to accept letter of resignation from Part Time Officer Richard Ecklund. Saul seconded. Motion carried 5-0.

f. Discussion/Action – Approve hiring of Part Time Officer Rami Dunaway pending background, medical exam and psychological exam
Condos motioned to approve hiring of Part Time Officer Rami Dunaway pending background, medical exam and psychological exam. Roll call vote: Connors-Y, Fairbanks-Y, Saul-Y, Condos-Y, Horne-Y. Motion carried 5-0.

g. Discussion/Action – Lake Geneva Police Department Civilian Employee Handbook Changes

- Section 212. Hiring, Promotions, Transfers, and Assignments
- Section 502. Salary

Horne motioned to accept changes to Section 212 and Section 502 to the Lake Geneva Police Department civilian employee handbook. Condos seconded. Roll call vote: Connors-Y, Fairbanks-Y, Saul-Y, Condos-Y, Horne-Y. Motion carried 5-0.
Connors explained that he and Chief Rasmussen worked with City Attorney Draper to make the changes. The only corrections made to the handbook were the highlighted areas. The handbook is clarifying some questions other city staff had on how the handbook was applied in some circumstances. The main purpose of the change is to give the Chief of Police the ability to hire an employee at the midpoint of the pay grade and within the budget guidelines. Any changes above the midgrade would have to be brought before the Police and Fire Commission for budget approval. The handbook mirrors the same guidelines as the other city department handbooks. Any pay changes do not have to go to City Council as long as they stay within the budget line items because the Police and Fire Commission has optional powers. Saul felt there were inconsistencies within the entire document and that it didn't apply to 2021 needs but realized that only the sections highlighted were being changed.

h. Discussion/Action - Accept letter of resignation from Telecommunicator Elizabeth du Chemin
Horne motioned to accept letter of resignation from Telecommunicator Elizabeth du Chemin. Saul seconded. Motion carried 5-0.

i. Discussion/Action – Approve donation from Fat Tire Ride in the amount of $500.00
Horne motioned to approve donation from Fat Tire Ride in the amount of $500.00. Fairbanks seconded. Roll call vote: Connors-Y, Fairbanks-Y, Saul-Y, Condos-Y, Horne-Y. Motion carried 5-0.

j. Discussion/Action – Approve donation from Women Working for Christ in the amount of $500.00
Horne motioned to approve donation from Women Working for Christ in the amount of $500.00. Connors seconded. Roll call vote: Connors-Y, Fairbanks-Y, Saul-Y, Condos-Y, Horne-Y. Motion carried 5-0.
Chief Rasmussen advised that the monies would be put toward the memorial fund for Al Exner.

k. Discussion/Action - Chief's Report (briefing only – no action will be taken)
A first responder Peer Behavioral Health Wellness training has been scheduled with Aurora Health Care and the administrative staff and other staff members will be attending. Additionally, the police department will be hosting a peer support training at the department in December.
The Command Vehicle will be ready for pickup and it will be used for the first time at the Badger Homecoming football game on October 15, 2021 for a tailgate party. The school, the Student Council and Booster Club are helping to plan the event and the Police Department and Fire Department will be serving food and showing the Command Vehicle to the students.

l. Discussion - Chief's Top Monthly Incidents – No discussion/action

m. Discussion – Monthly activity reports – No discussion/action

2021 Dispatch activity for August 2021:	Telephone calls – 3,592	911 calls - 364	Window assists – 760
2020 Dispatch activity for August 2020:	Telephone calls – 3,823	911 calls - 410	Window assists – 804

2021 Patrol activity for August 2021:	Calls for Service – 2,284	Arrests – 175
2020 Patrol activity for August 2020:	Calls for Service – 2,026	Arrests – 159

n. Thank you notes – No discussion/action

- CSO Recknagel
- Officer Tietz

o. Discussion/Action – Items to be forwarded to City Council
Expenditure reports, 2022 budget, Chief's top monthly reports, Monthly reports.

Mayor Klein thanked the police department and the fire department for the silent auction items that were donation at the Gala. She also stated that someone donated a wreath for the 20-year anniversary of 9-11 and Mayor Klein and some other members of the Council would be placing the wreath down at the Riveria.

11. a. Motion to go into closed session per Wisconsin State Statute 19.85(1)(e), Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specific public business, whenever competitive or bargaining reasons require a closed session specifically: Fire Department Town of Geneva Emergency Services Agreement

Connors motioned to go into closed session to also include Mayor Klein, Alderman Yunker, Police Chief Rasmussen, Police Lieutenant Gritzner, Police Lieutenant Way and Administrative Assistant Papenfus. Horne seconded. Roll call vote: Connors-Y, Fairbanks-Y, Saul-Y, Condos-Y, Horne-Y. Motion carried 5-0.

b. Motion to go into closed session under Wisconsin State Statute 19.85(1)(c), considering employment, promotion, compensation or performance evaluation data of any public employee. Police Department Community Service Officer Wages

Connors motioned to go into closed session to include Mayor Klein, Alderman Yunker, Fire Chief Peters and Administrative Assistant Papenfus. Roll call vote: Connors-Y, Fairbanks-Y, Saul-Y, Condos-Y, Horne-Y. Motion carried 5-0.

12. Motion to return to open session pursuant to Wisconsin State Statute 19.85(2) and take action on any items discussed in closed session.
Connors motioned to return to open session. Fairbanks seconded. Roll call vote: Connors-Y, Fairbanks-Y, Saul-Y, Condos-Y, Horne-Y. Motion carried 5-0 at 8:39 p.m.

11a. No action to be taken.

11b. Connors motioned that effective Monday, September 13, 2021, Community Service Officer wages for the three new hires, Terry Coleman, Natalie Alvarez and Tyler Eldridge be set at rate of $16.00/hour, which is slightly above the minimum but not at the midpoint, Community Service Officer Kendra Pease wage be set at $16.25/hour, Community Service Officer Gordon Hinrichs wage be set at $17.00/hour. Horne seconded. Roll call vote: Connors-Y, Fairbanks-Y, Saul-Y, Condos-Y, Horne-Y.
The wages are set within the Police Department's budget funds available.

13. Adjourn
Fairbanks motioned to adjourn the meeting. Condos seconded. Motion carried 5-0. Meeting adjourned at 8:41 p.m.

Respectfully submitted,
Cindy Papenfus
Cindy Papenfus
Administrative Assistant

c: Police Chief/Fire Chief
Commissioners-file/Commission Liaison
City Administrator/City Clerk/City Comptroller
Council Members - Mayor

MINUTES NOT OFFICIAL UNTIL APPROVED AT THE NEXT POLICE AND FIRE COMMISSION MEETING

PLAN COMMISSION MEETING
MONDAY, AUGUST 16, 2021 – 6:00 PM
COUNCIL CHAMBERS, CITY HALL – VIRTUAL MEETING VIA ZOOM/IN PERSON

Mayor Klein called the meeting to order 6:00 p.m.

Roll Call. Present: Mayor Klein, Alderman Tim Dunn, John Gibbs, Joel Hoiland, Cindy Forster Fueredi, Michael Krajovic. Also Present: City Planner Mich, City Engineer Rauch, City Attorney Draper, City Administrator Nord, Building & Zoning Administrator Walling, Building & Zoning Administrative Assistant.

Approve Minutes of the July 19, 2021 Plan Commission Meetings as distributed.
Hoiland/Dunn motion to approve. Motion carried unanimously.

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.

Speaker #1: Tom Gardner, attorney for the Old Boatyard Condominiums, briefly explained the CSM for item #8.

Acknowledgement of Correspondence.
Correspondence was received from Ruth Monico, 1625 Lake Shore Drive, regarding the ER-1 Zoning Code concerning Conditional Use Permits. This Correspondence has been distributed to the Plan Commission and City Council.

Downtown Design Review:

Application by Lake Geneva Museum, 255 Mill St, for a request to install a free standing monument sign on the property located at 255 Mill St., in the downtown overlay zoning district, Tax Key No. ZA312100001.
Dale Buelter, W3147 Geneva Bay Drive, Director of Geneva Lake Museum, presented their request. David Salkin, Bauer Signs, distributed revised drawings at the meeting reflecting the conforming monument sign for the museum. Mayor Klein explained the differences between the sign in the packet and the revised sign received this evening. Commissioner Hoiland asked if the sign would be electronic and if the sign height would be obstructed by cars or landscaping. Salkin said it will be an electronic sign, with the placement of sign facing Main Street and Mill Street which can be easily seen by all.

Hoiland/Dunn motion to approve the installation of a free standing monument sign on the property and include all staff recommendations.
Roll Call: Klein, Dunn, Gibbs, Hoiland, Fueredi, Krajovic "yes." Motion carried unanimously. 6-0

Application by Lindsey Guerrero 408 Lakewood Dr., Williams Bay, d.b.a. O2 Lounge, 647 W. Main St., Unit 100, Lake Geneva for a request to install new awnings on the building located at 647 W. Main St., in the Central Business (CB) zoning district, Tax Key No. ZOP00287.
Lindsey Guerrero, 408 Lakewood Drive, Williams Bay, presented her request. Hoiland asked if the section above the awning will be painted since the name Subway can still be seen. Zoning Administrator Walling stated the request is for the awning but suggested the applicant could paint over the name with the existing, original color. Walling said there is no request necessary through the Downtown Overlay if the applicant paints the building with the same color.

Hoiland/Krajovic motion to approve the installation of new awnings on the building and include all staff recommendations.
Roll Call: Klein, Dunn, Gibbs, Hoiland, Fueredi, Krajovic "yes." Motion carried unanimously. 6-0

Application by Kelly Frantti, d.b.a. Lake Geneva Insurance, 647 W. Main St., Unit 200, Lake Geneva for a request to install a new on-building sign located at 647 W. Main St., in the Central Business (CB) zoning district, Tax Key No. ZOP00287.
Kelly Frantti, tenant of 647 W Main Street, Site 2A, presented her request. Walling said the Plan Commission shall only review the on-building sign above the window.

Hoiland/Gibbs motion to approve the installation of an on-building sign and include all staff recommendations.
Roll Call: Klein, Dunn, Gibbs, Hoiland, Fueredi, Krajovic "yes." Motion carried unanimously. 6-0

Application by Dawn Monroe, N3280 Larch Rd., Lake Geneva, for a request to install an on-building sign for the restaurant located at 501 Broad St. in the Central Business (CB) zoning district, Tax Key No. ZOP00032.
Applicant was not present. Walling said he spoke to Tom Keefe and the packet materials reflect the sign being proposed. Walling said the size and color meets the standards required by the City. Walling said the applicant wants to put new faces on both sides of the projection sign in front only.

Hoiland/Dunn motion to approve the installation of an on-building sign and include all staff recommendations.
Roll Call: Klein, Dunn, Gibbs, Hoiland, Fueredi, Krajovic "yes." Motion carried unanimously. 6-0

Application by Kirk Booher, 700 Saratoga Circle, Algonquin, IL. 60102, for a request to install on-building projection signs for the stores located at 830 W. Main St. in the Central Business (CB) zoning district, Tax Key No. ZOP00334.
David Salkin, Bauer Signs, distributed the revised renditions at the meeting. Walling explained the individual projection signs will identify the location of various stores within the building. Kirk Booher, owner, said he wanted to create a cleaner look to the entrance of the building by using the blade signs and explained the new colors being shown in the up-dated drawings. Klein again explained the differences between the signs in the packet and the revised signs received this evening. Walling said the Plan Commission shall approve the design, location & colors of the blade signs and stated the maximum area for each sign is 3 square feet. Commissioner Krajovic asked about the different sized sign brackets. Booher explained two signs had to be moved to the outer columns due to the sconce lights on the building. The longer sign brackets were needed to project out past the canopy on the outer columns and doors. The shorter brackets are used for normal installation on the building.

Krajovic/Hoiland motion to approve the installation of on-building projection signs for the stores on the property with the conditions for a sign not to exceed 3 square feet and meet the requirements for the maximum overhang of 4 feet with a 7 foot minimum clearance of the sidewalk and include all staff recommendations.
Roll Call: Klein, Dunn, Gibbs, Hoiland, Fueredi, Krajovic "yes." Motion carried unanimously. 6-0

Application by Kevin Fleming d.b.a. 711 Main LLC, 1032 Wisconsin St., Lake Geneva, for a request to repaint the current "existing painted building" colors from green to iron ore for the store located at 711 W. Main St. in the Central Business (CB) zoning district, Tax Key No. ZOP00279.
Kevin Fleming. 1032 Wisconsin Street, presented his request. Klein asked about the various colors on the exterior. Fleming said all the trim would be repainted with the iron ore color.

Hoiland/Krajovic motion to approve the request to repaint the exterior of the building and include all staff recommendations.
Roll Call: Klein, Dunn, Gibbs, Hoiland, Fueredi, Krajovic "yes." Motion carried unanimously. 6-0

Review and Recommendation of an Extra Territorial Plat Review of a proposed Certified Survey Map (CSM) for Samaritan of Geneva LLC., 500 Commercial Ct., Lake Geneva for the property located at W2530 Krueger Rd., Lake Geneva, WI, 53147, to create a 3 lot land division dimensioned lots 1, 2, & Lot 3 as identified on the certified survey Project no. 21.611 generated by Land Mark Surveying Tax Key No. JG1300010A.
Richard Torhorst, for Samaritan of Geneva LLC, presented the request. Attorney Draper stated this request is an Extra Territorial Plat Review by the City which is under our Ordinances. Draper also asked if the emergency access will be shown on the final plat. Torhorst said there has been a request to change the emergency access to Trinity Mountain Estates. Walling asked if this request has gone to the Town for approval. Torhorst met with the Town in July and the Town asked for a letter from the City of Lake Geneva Fire Chief approving the emergency access location on this property since the City provides the fire services for the Town of Geneva in this area.

Krajovic/Hoiland motion to approve the Extra Territorial Plat Review of a proposed Certified Survey Map and include all staff recommendations.
Roll Call: Klein, Dunn, Gibbs, Hoiland, Fueredi, Krajovic "yes." Motion carried unanimously. 6-0

Review and Recommendation of a proposed Certified Survey Map (CSM) for the Residences at the Old Boat Yard Condominiums Inc. 522 Baker St, Unit 1, for the property located at 522 Baker St., Lake Geneva, WI, 53147, to amend the condominium plat to remove Unit 5/Unit E. Identified on the certified survey dated June 8, 2021 created by Mark Bolender, Tax Key No. ZRE00005.
Tom Gardner, attorney for the Old Boat Yard Condominiums, presented the request earlier but will answer any questions about the proposed CSM. Krajovic reiterated this CSM is to correlate which parking space goes with each condo unit.

Hoiland/Dunn motion to approve the proposed Certified Survey Map to amend the condominium plat to remove Unit 5/Unit E and include all staff recommendations.
Roll Call: Klein, Dunn, Gibbs, Hoiland, Fueredi, Krajovic "yes." Motion carried unanimously. 6-0

Public Hearing and Recommendation of a Conditional Use Permit for Dan Blessing, 711 LaGrange Dr., Lake Geneva for a proposed house addition for the property located at 711 LaGrange Dr. in the Estate Residential – 1 (ER-1) zoning district, Tax Key No. ZLE00014.
Dan Blessing, 711 LaGrange Drive, presented his request, to include an addition of a screened-in porch, take down an old deck and build a new deck with a 3 car garage underneath the deck. Krajovic asked if 90% of storm water run-off would go to the rain garden and if the LSR is under 40%. City Engineer Rauch said the addition is small and does not increase the flow rates and LSR is under 40%. Walling said the applicant is adding rain gardens voluntarily to their project.

Hoiland/Dunn motion to close the Public Hearing. Motion carried unanimously.

Hoiland/Krajovic motion to approve the Conditional Use Permit to allow a house addition with the condition that storm water maintenance is the owner's responsibility and include all staff recommendations and fact finding in the affirmative.
Roll Call: Klein, Dunn, Gibbs, Hoiland, Fueredi, Krajovic "yes." Motion carried unanimously. 6-0

Public Hearing and Recommendation of a Conditional Use Permit (CUP) for Aaron Adami, 2248 Walburg Rd., Burlington, WI, 53105 d.b.a 1227 Grant St LLC., for a request to allow a Physical Activity Studio land use at 1227 Grant St. in the General Business (GB) zoning district Tax Key Nos. ZWH00008B & ZWH00007C.
Nick Egert, 835 Geneva Pkwy North Suite 1, attorney for applicant, presented the request. Aaron Adami was also present. Egert explained the retail area will be an office space allowed by right & residential rental space will stay the same, but the warehouse & workshop space will become the gym through this Conditional Use Permit. The gym would be a class-based instruction with established times and no more than 12 participants with the instructor and the parking exists on the site. Aaron Adami, 2248 Walburg Road, Burlington, said the intent of this gym is to build a community around physical fitness through instructor-led classes, some personal training with team-based activities which happen in and around the area. Mayor Klein asked about the intended use of the lot behind the building. Adami said part of the lot is the parking for the building but the rest would remain green space for sprinting and other types of exercise. Hoiland asked if there is an

ingress/egress to Logan Street. Egert said Logan Street does not exist north of this lot, only further east. Fred said this property meets the parking requirements identified in this permit application.

Speaker#1: Sarah Hill, 1024 Grant Street, lives nearby and is in favor of a shared office space and physical fitness space at this property.

Hoiland/Dunn motion to close the Public Hearing. Motion carried unanimously.

Hoiland/Krajovic motion to approve the Conditional Use Permit to allow a Physical Activity Studio and include all staff recommendations and fact finding in the affirmative.
Roll Call: Klein, Dunn, Gibbs, Hoiland, Fueredi, Krajovic "yes." Motion carried unanimously. 6-0

Public Hearing and Recommendation to amend the existing Precise Implementation Plan (PIP) for Kwik Trip located at 710 Williams St, to allow for the proposed addition to the store for the property located in the General Business (GB) zoning district, Tax Key No. ZA451800001.
Ted Cone, 1625 Oak Street, La Crosse, presented the request for a walk-in freezer addition located within the current dumpster enclosure. Klein asked if this project would impact the back of the building. Walling said he spoke with the fire and police departments and they are okay with the addition since it doesn't affect their ability to traverse around the building.

Hoiland/Klein motion to close the Public Hearing. Motion carried unanimously.

Krajovic/Gibbs motion to approve the amendment to the Precise Implementation Plan to allow an addition to the existing Kwik Trip store and include all staff recommendations and fact finding in the affirmative.
Roll Call: Klein, Dunn, Gibbs, Hoiland, Fueredi, Krajovic "yes." Motion carried unanimously. 6-0

Public Hearing and Recommendation of the General Development Plan (GDP) for Kwik Trip for the property located at 898 S. Wells St. in the Planned Business (PB) zoning district, Tax Key Nos. ZBL00006, ZBL00006A, ZBL00008, & ZBL00058.
Seth Waddell, Kwik Trip, presented 2 new site plans per the request by the City Council with concern to the noise generated by the car wash. One site plan, SP15, shows the car wash on the northern property line and the other site plan, SP16 shows the car wash located on the southeast property line. Walling said there is also a site plan, SP15, which shows the truck traffic circulation identification. City Planner Mich, gave a history of the project and suggested the Plan Commission choose the preferred site plan to send to the City Council and give clear direction to the applicant which plan is preferred, why it was chosen and note any changes which may be needed. Klein asked that the plans be shared on the screen for all to see. Krajovic asked why the car wash orientation was shifted from a north-south orientation to the current east-west orientation and asked if there is advantage for the change. Waddell said the exit side of the car wash is the loudest and assumed the Council was concerned about which direction the exit was facing. Walling met with staff and all agreed placing the car wash facing east, SP 15, would be the best option. A discussion followed. Krajovic asked about Kwik Trip deliveries. Troy Mleziva, real estate manager for Kwik Trip, stated Kwik Trip does have the ability to control when deliveries are made. All deliveries will enter the SE driveway and leave the NE driveway.

Speaker #1: Bruce Jaloszynski, 870 Lake Geneva Blvd, shared his concerns regarding the trash location, the car wash and the lighting.

Speaker #2: Mary Jo Fesenmaier, 1085 S Lake Shore Drive, shared her concerns for the car wash and the green space on the west side of the property should remain for the residents.

Klein/Hoiland motion to close the Public Hearing. Motion carried unanimously.

Hoiland/Krajovic motion to approve the General Development Plan to allow a new Kwik Trip store, choosing the drawing named SP15 which includes the truck route & parking on site, asking for the setback flexibility for the carwash on the north side of the site, including the condition that the City can require an updated traffic study, up to 3 years after the construction, to determine if additional control is needed at the intersection of Townline Road & Wells Street, with further analysis by the City to determine the appropriate level of cost sharing with Kwik Trip and include all staff recommendations and fact finding in the affirmative.
Roll Call: Klein, Dunn, Gibbs, Hoiland, Fueredi, Krajovic "yes." Motion carried unanimously. 6-0

Adjournment. Klein/Dunn motion to adjourn at 8:21 p.m. Motion carried unanimously.

____
/s/ Brenda Follensbee, Building & Zoning Administrative Assistant

THESE ARE NOT OFFICIAL MINUTES UNTIL APPROVED BY THE PLAN COMMISSION

Board of Park Commissioners Minutes August 17, 2021

Park board Meeting was called to order by President Cindy Feuredi on July 20, 2021 at 6:30PM

Roll call was conducted by Secretary Barbara Philipps. Those present were President Cindy Fueredi, Secretary Barbara Philipps, Historian David Quickel, Brian Olsen, Peggy Schneider, Peg Esposito, Alderperson Mary Jo Fesenmaier and Mayor Charlene Klein. Those absent were Obdulia Alvarez, Guests present were Cindy Flowers, Mike Coolidge, Brent Amann and Dave Volk and Candy Kuechenberg.

Approval of Meeting Minutes from July were unanimous. Cindy Moved and Barb seconded. There were no comments from the public.

Mile Coolidge discussed the YMCA August update. YMCA CEO was absent. Softball has been completed. Player nos. included T Ball =138, 9-10 yr. old = 65, 7-8 yr. old = 49, 7-9 yr. old 43Dream team 45, Travel team 43 Total of 380 players. There were 28 Volunteer Coaches.Soccer and Flag Football total of 240 Children 3 baseball tournaments in 2021 5 Tournaments planned for 2022. Fields need to be resurfaced.

Brent Amann of Advanced Fields spoke. The ball fields need resurfacing. The fields need quality high level safe surfaces. Fields 1-4 have issues. Brent spoke about the condition of fields. There are weeds, unwanted growth, needs weekly maintenance, Field 2 is the worst there is a 7'-height discrepancy and needs professional attention. Field 5 is not playable. See attached Ballfield Analysis. Molitor Field has deteriorated. Needs to be resurfaced. Unplayable and unsafe. Field 5 was built incorrectly-washed out. -Field is not regulation. Cost of fields to redo: $20,000 to $25,000 per field. Molitor $30,000 to $35,000 and $25,000 to $50,000 for other fields

Question-Peg-What time of year do you construct field-Answer-Do one field at a time in the fall to get ready for Spring of next year. Q-Mayor Klein- How long is the average stay for out-of-town players? Coolidge-3 Days. Olsen-This is a serious issue that needs to be addressed. Coolidge-Give the YMCA a chance to work on this. Peg-funds must come from someplace else. Coolidge-YMCA will continue to maintain the fields. Mayor-There are tourism Grants. We need to repair the parks we have before building new parks.

Presentation by Dave Volk from Innovative Solutions Sign Company: Suggestion: Put ads on the score Cards Peg questioned-what if you don't make money A: That has never been an issue.

Avian Committee: Cindy Flowers spoke about bird houses and Swift night.

Tree Board: Cany Kuechenberg , Chairman of Tree Board spoke Tree budget as been cut from $20,000 to $10,000 per year. John Forster is Arborist for City of Lake Geneva. Maples are beginning to die in Maple Park. They are taking seedlings from old trees and are using to plant.

They are beginning to diversify and adding Oaks They are asking homeowners to water the trees.

Barbara Philipps will not be able to attend next Park Board meeting due to long standing prior engagement-absence excused.

Cindy moved to have invoice approved from MSA $3,300.00 Peg seconded-approved.

Next meeting of Park Commissioners will be September 21, 2021.

Cindy moved to adjourn; Brian seconded and approved.

Meeting adjourned at 7:45 PM on

Respectfully submitted by Park Board Secretary, Barbara J Philipps

LAKE GENEVA PUBLIC LIBRARY

MINUTES
Lake Geneva Public Library Library Board Meeting
Lake Geneva School Administration Office, 208 E South St, Lake Geneva WI 53147
Thursday, September 9, 2021 - 5:00 pm

1. Board president Lyon called the meeting to order at 5:00 pm.
2. Present: Lyon, Kersten, Gramm, Schoolfield, Kundert. Also present: Kornak
3. Kundert/Kersten motion to approve previous meeting minutes passed unanimously.
4. Financial report
    a. Kundert reviewed finances and made a motion to approve $51,922.86, seconded by Lyon. Motion passed unanimously.
    b. Renovation project funding update and donation account transfers to City of LG - updated plans discussed with city comptroller to full board.
5. President's report (Lyon)
    a. Consideration of need for future advocacy for the library going forward, and clarity regarding the importance of the services and resources provided to residents and tourists with our local officials
    b. Kornak to begin investigating branch location costs and options
    c. Need strategic planning committee meeting for a) expansion and b) further discussion about library advocacy - will be scheduled soon.
6. Director's report (Kornak)
    a. Library staff continue to do outreach via tent on the library lawn in order to issue library cards, place holds, and check out materials to patrons. Other outreach locations and "pop up libraries" are taking place at City Hall, YMCA, schools, local businesses, and the LG farmers market.
    b. Copies of the next community read "The Death and Life of the Great Lakes" by Dan Egan are available at the library tent for free, made possible by an ALA Libraries Transforming Communities grant received by the library and Rotary. A UW-Milwaukee professor will be presenting on lake water quality and conservation on October 7 via Zoom - free and open to all.
    c. The Walworth County Planning Committee has an additional meeting scheduled at the end of the month to finalize county library reimbursement numbers for the 2022 budget.
    d. The library building is now in containment while asbestos is removed from the sections of ceiling that will be affected by construction.
7. Committee reports (Halverson, Kersten, Lyon).
    a. Personnel: Halverson/Lyon motion to budget total wage increase for library staff at 4% passed unanimously. City wage study is anticipated to be coming soon.

8. Friends and Foundation reports (Kundert)
    a. Friends book sale carts continue to be very successful, and have surpassed the funds raised by previous annual book sales.
9. City report (City Liaison)
10. Adjournment - Kundert/Halverson motion to adjourn at 6:15pm passed unanimously.

Lake Geneva Historic Preservation Commission Meeting Minutes

August 18, 2021 7:00 p.m. at Lake Geneva City Hall

President Ken Etten called the meeting to order at 7:00 p.m. at Lake Geneva City Hall

Present: Ken Etten, Patrick Quinn, Louise Rayppy, Chris Brookes, Grace Hanny, Tim Dunn. Jackie Getzen notified Ken that due to medical issues she regretfully has to resign. We were sorry to hear that, as over the years she contributed so much to historic preservation.

Review and approval of the minutes from July 13,2021, Historic Preservation Commission Meeting.

Comments from the public and correspondence. Mary Jo Fesenmaier (Alderperson) attended our meeting.

Reports from the Geneva Area Museum and Maple Park Homeowners. The first Tuesdays @ Two will start up again on September 7th after it was postponed due to Covid – 19. Chris Brookes will present "Lake Geneva" Riots of 1967, with an evening encore at 6:30 p.m. Swift Night Out – September 9th, 5:30 p.m. Maple Park had their Block Party on August 14th.

Updates regarding news on Black Point Estate & Gardens, Horticultural Hall, and Historic Lake Geneva Walking Tours. Black Point Maple Park Walking Tours will take place on 9/11 at 4:00 p.m. and 9/12 at 1:00 p.m. Cost: $15.00 per person. Ken attended the Board meeting at Black Point. One item discussed is that the lentil will be mounted off the ground.

Update on restoration work at The Riviera and recap of "Lake Geneva Day" Open House on Thursday, July 15, at The Riviera including presentation of new Historic Plaque. Also updates on any new programs at the 1928 Geneva Theater or local news items relating to the Lake Geneva Historic Preservation Commission. Our new plaque for The Riviera was presented at the Open House and will be installed on the outside of the building.

Review of recent bills and invoices, updated current balance in the Lake Geneva Historic Preservation Commission 2021 City Budget and discussion regarding proposed new 2022 City Budget. Also, consideration of applying for a National Trust for Historic Preservation Grant to go toward new Historic Plaques for The Riviera and Oak Hill Cemetery. We received $75.00 from the museum for Walking Tour Booklets. We received an invoice from Timberline Signs for the six signs – $2,910.00. Our current balance is $4,946.57. Will ask for $7,500 for our new budget for 2022.

Discussion regarding potential nominees to fill Jim Davis' position on the Commission and potential ways to honor Jim's contribution to the LGHPC. Valerie Dann attended our meeting, as she is interested in joining our commission, as we now have two positions to fill. She is a member of the museum.

Discussion regarding Historic Preservation Design Review rules for building projects within National & State Historic Districts and current building projects including the new House under construction on the site of the Douglas House at 322 Madison Street and the remodeled Houses at 930 & 932 Geneva Street. No new information.

Update by Chris Brookes and Grace Hanny regarding the creation of a Local Historic Landmark Ordinance following presentation by Pat Blackmer & Dan Richardson on the Whitewater Landmarks Commission, e-mail from Jason Tish at WHS, and discussions with City Attorney Dan Draper. Grace went through Section 34-2 (Definition, alteration, landmark, etc.)

Update regarding Oak Hill Cemetery on the National & State Registers of Historic Places and discussion regarding creation of a new Historic Plaque. The plaque will be a large rectangular sign 3 ft. by 6 ft. Should be aluminum, which will stand up to the weather better than a wood one.

Discussion regarding the repair of existing historic plaques and signs and information from Jim Sherin at Timberline signs regarding recommendations and costs. We received an invoice from Jim for the six signs – $2,910.00.

Review of recent Historic Plaque Program applications, including, the cost of plaques from Timberline Signs at $226.83 each (including sales tax), application forms, and ongoing updating the list of past plaque recipients. We had a discussion about a house at 816 Wisconsin Street. A Colonial Revival, 1876, the addition was added around 1930, which we think is the front porch.

Report on any updates to the I-phone app and Android app of A Historic Lake Geneva Walking Tour, how to better promote the apps, and future presentations to the Lake Geneva City Council. No new information

Discussion regarding new projects for the LGHPC, including future "Tales of Lake Geneva"and status of our website www.historyoflakegeneva.org, and discussion on potential LGHPC projects that might be funded by the COVID-19 stimulus relief money that the City of Lake Geneva will be receiving. Too early for "Tales of Lake Geneva."

Update regarding the Lake Geneva Historic Railroad Site, including information from the Park Board regarding the future bench in memory of Ed Yaeger. We gave them $850.00 for a new bench.

Update regarding any new correspondence from Stephanie Klett at Visit Lake Geneva/Lake Geneva Chamber of Commerce and Lake Geneva City Administrator David Nord on how the LGHPC can help promote tourism in Lake Geneva. Should ask for a tourist grant for "The Tales of Lake Geneva".

Update on information from Jason Tish at the Wisconsin Historical Society, National Trust for Historic Preservation, the Society of Architectural Historians, and the Wisconsin Association of Historic Preservation Commissions. We reviewed the information.

Meeting adjourned at 8:25 P.M.

Respectfully submitted,

Louise M. Rayppy

City of Lake Geneva Avian Committee
Meeting Minutes
Tuesday, September 7, 2021, 6:00 P.M.
City Council Chambers

1. Call to order: 6:02 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, Sarah McConnell. Kelley Happ was present online. There were no members of the public present.

3. **Approval of Avian Committee meeting minutes from August 2021**
Motion to approve minutes by Zimmermann, second by McConnell. The motion was passed.

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

5. Plaque for St. Francis School:
A plaque from the Avian Committee to St. Francis School will be presented at the City Council meeting on Monday, September 13. It was confirmed by Flower that this will be the first item on the agenda. Zimmermann will forward the information to the Mayor, who will present the plaque.

6. Review Budget Request:
Reviewed the budget report and request that will be presented to the City on September 23. Leonard requested an amount of $75 be included in the budget for membership in the Purple Martin Conservation Association. She suggested this amount could be offset from proceeds from Cookies for a Cause or grant money. Rodriguez suggested that $80 be put into the Purple Martin column and taken from the Grow Native column, taking the Grow Native column to $300. It was also suggested we use money for Story Book Trail maintenance from our carry-over funds from last year ($1350). Zimmermann will make changes and send the document and spreadsheet to the comptroller by Wednesday (Sept. 8).

Action: Budget proposal and request will reflect an amount of $3025 for the 2022 year (same as last year) but our working budget will be $4375 that includes a carry over amount of $1350. A motion to approve this proposal was made by Flower; seconded by Zimmermann and passed.

7. Bird City Application:
Zimmermann led a discussion of the Bird City application, going over the application from last year, noting which sections will need to be edited and assigning each committee member sections to update. Members were instructed to go to Google Drive and update the sections themselves. Flower will write a draft resolution from the city. It was stressed that the application has to be in third person and include only the activities in 2021 – not what we are planning to do. All sections have to be backed up by evidence. She also noted that photos or articles must be named properly for inclusion. The application and edits will be addressed at the October meeting.

8. Public Events and Community Outreach/Brochures:
Zimmermann commented that the rack cards are very successful in getting our information and events out to the public. Rodriguez suggested we put information and directions to the Story Book Trail in the kids' library backpacks.

Swift Night Out: (September 9) Rodriguez did a commercial for the event today. McConnell asked members to be there by 5 pm to help get the SNO started. The raptor program will be inside the museum.

Zimmermann will send the PowerPoint presentation (to be given by Michael Schlesinger) to Janet at the museum. The handouts are printed and ready. Vendors are lined up - YoJo's and ice cream.

Brownie Scouts and Badges: Zimmermann has arranged to work with a Brownie Troup at Central/Dennison School on Tuesdays Sept 21 and 28 to teach them how to be a friend to backyard and migrating birds. She will prepare game materials. McConnell, Rodriguez, Gallo and Happ volunteered to help.

9. Purple Martin Update:
Leonard and Gallo report that the martins are gone for the year. Nest tenders will clean out the boxes – McConnell suggested they wait till Oct. 1 to leave them available for migrating birds. She also suggested bringing the boxes down to half-mast when they are cleaned (we will not be taking them down for the winter). Leonard recorded a total of 45 babies this year, in spite of the weird weather. Houses were moved this year from Fermano Pond and the Museum to the lakefront because they had not recorded any martin activity. No one has monitored the houses at Four Seasons Nature Park because there is no easy access to reach or monitor them. Rodriguez will contact Nancy Wolfe to see if she wants to volunteer to take on more houses along the lakefront.

10. Cookies for a Cause:
Rodriguez relayed information about Simple Bakery's Cookies for a Cause. The Avian Committee is the "cause" for the month of September and Rodriguez requested help to bag cookies on Monday mornings Sept. 13, 20 and 27. Rodriguez will make an announcement at Swift Night Out to encourage support for our cause and for Simple.

11. Christmas Tree Walk at the Museum and Christmas Bird Count:
The tree will be set up in late November but we need new ideas for decorations – maybe colorful seed packets. This can be tied in to Grow Native. We can ask people to take a packet and plant seeds.

Bird Count: Zimmermann will contact Audubon Society and see what information we need to put out.

12. Learn to Soar Proclamation: See item 5

13. Next meeting: Tuesday, October 5 at 6 p.m.

14. Future Agenda Items:
- Budget Update
- Bird City Application
- Swift Night Out Roundup
- Brownie Troup badge roundup
- Park Board relationships and thanks
- Christmas Tree Walk at museum
- Christmas Bird Count

15. Adjourn: Zimmermann moved to adjourn, seconded by Leonard and approved. Meeting adjourned at 6:56 p.m.

Respectfully submitted
Kelley Happ
9/27/21

LAKE GENEVA BUSINESS IMPROVEMENT DISTRICT
BOARD MEETING
Wednesday, August 4, 2021 -- 9:00 am
Harbor Shores, Lighthouse Room
300 Wrigley Drive, Lake Geneva, WI 53147

MINUTES

1. **Call to order at 9:04 am**

2. **Roll Call**
   In Attendance: Dimitri, TR, Laura, Beth, Jeanine, Kristi, Shari and Speedo

3. **Approval of minutes from last meeting**
   Approved

4. **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**

   Jim Strauss: Comments on the Financial Audit, "How can you afford an Audit?" Seems there is a lack of internal controls. Any issues may have come from previous boards.

   Gary Bourossa of Laser Fusion: Concerned about light limitations on Hwy 50

5. **City News and Mayor Klein Update**
   "String of Pearls Gala" nearly sold out.

6. **Appearance of Event Director, Kristi Tarantino, Wine Walk recap, Oktoberfest update, Lake Geneva LIVE, grant approval Oktobefest**
   Lake Geneva Live has one more week. Octoberfest committee to meet next week. Website ready next week. Permits applied for. Scarecrow Crawl talk underway. Dates, businesses and who to make scarecrows to be determined. Holiday lights: Reindeer, lights? Cocoa Crawl: talk of changing format as concern does this event bring in business to the businesses. Maxwell Street days Aug 27-29.

7. **Appearance of VISIT Lake Geneva**
   Multi Chamber Monthly meeting to be at Black Sheep in Whitewater on Aug 10. Oakfire will hold Visit LG meeting on August 17 at 8 am. Great extended Media highlights for Visit. Website visits are up greatly. They are taking applications for nominations for the annual IMPACT awards

8. **Appearance of tourism board**
   No one in attendance.

9. Approval of financials

Audit report from CLAconnect was distributed. Speedo: When he became president there was a $80K deficit. We are running the Board like City Council with transparency. Before Speedo signs the audit, he would like to get answers on the last three years to help provide answers as the current board is all new. TR 1st Laura 2nd All Approve

10. New business

11. Other Business

12. Pay Bills

13. Set Next Meeting date: September 8 at 9am at the Riviera.

14. Adjourn

1st Speedo 2nd Beth All Approve