

PIERS, HARBORS, AND LAKEFRONT COMMITTEE
TUESDAY, FEBRUARY 9, 2021 5:00 PM
CITY HALL / Virtual Meeting Via Zoom

Members: Chairperson Joan Yunker, Alderpersons: Shari Straube, Ken Howell, Rich Hedlund, and Tim Dunn

Meeting called to order:

Meeting was called to order by Chairperson Yunker at 5:00 pm.

Roll Call: Chairperson Yunker, Tim Dunn, Rich Hedlund, Ken Howell and Shari Straube (arrived at 5:10pm)

Comments from the public limited to 5 minutes, limited to items on this agenda. Administrator Nord read an email sent to the City Clerk by Casey Schiche concerning agenda item number 9 and his recommendation to vote it down.

Discussion/Recommendation regarding the approval of the January 12, 2021 Piers, Harbors, and Lakefront Committee minutes as prepared and distributed. Hedlund so moved to approve. Howell seconded. Motion carried by unanimous voice vote.

Discussion/Recommendation regarding possibly amending Section 90-199 of the Lake Geneva Municipal Code regarding the Slip/Buoy/Kayak wait list. Nord presented the committee with a memo from various staff related to agenda items five through nine. General discuss was held on the topic. Hedlund so moved that the city create a separate wait list for the ten boat slips and four buoys at the Riviera and that the Riviera slip and buoy lease holders from 2020 will be given the opportunity to renew for 2021 at the new rate established by the City Council. As the Riviera slips and buoys become available, the city contact Riviera wait list applicants in order. If an applicant declines the slip or buoy they will be removed from the Riviera wait list, but may reapply to be placed at the bottom of the wait list after paying the required \$50 deposit. Dunn seconded. Motion carried by unanimous voice vote.

Discussion/Recommendation regarding amending Section 90-192 of the Lake Geneva Municipal Code as it relates to removing the requirement of a certified mailing. General discuss was held on this topic. Hedlund so moved to remove the requirement that the city send certified letters who do not respond to the city's annual, regular letter concerning boat slips, buoys and kayaks. Dunn seconded the motion. Motion carried by unanimous voice vote.

Discussion/Recommendation regarding establishing number of days a waitlist applicant must respond to the City to obtain a vacancy. General discussion concerning the current letter that is sent out each March. After general discussion, Hedlund so moved to allow slip, buoy and kayak applicants a five (5) working day grace period past the city's deadline to respond. If no response is received within five days; applicant will forfeit their \$50 deposit and be removed for the wait list. Applicant may reapply to be placed at the bottom of the list by paying the required \$50 deposit.

Applicants have five business days to accept offer of a buoy or Slip. Declination will result in forfeiture of deposit and position on the list. Reapplication will result in application being added to the bottom of the list, on the following season. Howell seconded. Motion carried by unanimous voice vote.

Discussion/Recommendation regarding potentially setting a limit of number of acceptable days a lessee shall provide proper proof of residency. After general discussion, Hedlund so moved that all slip, buoy and kayak applicants must submit all required information at the time the application is submitted to the city for processing. Incomplete applications will be accepted under any circumstance. Dunn seconded the motion. Motion carried by unanimous voice vote.

Discussion/Recommendation regarding possibly extending the rental season for Kayaks and possible storage at Department of Public Works with a fee. Discussion was held concerning an annual issue where some kayaks are left on city property after the deadline to remove. Possible options discussed on how to address it. Hedlund so moved that any kayaks left more than ten days after the end of the season will be charged \$5.00 per day but not removed. Howell seconded. Motion carried by unanimous voice vote.

Discussion/Recommendation regarding request from commercial entities to lease available Riviera buoys. Nord reported that in 2020 all four buoys were leased. After general discussion Howell so moved that the renters from the 2020 season be contacted first to determine their interest in renting the buoys at the current rate established by the city council. Hedlund seconded. Motion carried by unanimous voice vote.

Discussion/Recommendation regarding seeking Request for Proposals for Pier and Buoy maintenance for City owned piers and buoys. Nord reported that the current contract for Pier and Buoy maintenance is set to expire at the end of the 2021 season. After some discussion, Howell so moved that the city goes issue a request for proposals (RFP) for pier and buoy maintenance services. Hedlund seconded the motion. Motion carried by unanimous voice vote.

Discussion/Recommendation regarding possibly creating an ordinance to identify procedures as it relates to the Riviera slips and buoys. Nord noted that in previous meetings, some mention was made concerning possibly requiring shore stations to prevent damage to city slips and/or possibly requiring a \$1,000.00 damaged deposit from slip renters. General discussion whether these and other ideas should be discussed at future Piers & Harbors meetings. Consensus of the committee to discuss these topics at future committee meetings.

Adjournment. At 5:37pm Howell so moved to adjourn. Hedlund seconded. Motion carried by unanimous voice vote.