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

CITY OF LAKE GENEVA PIERS, HARBORS, AND LAKEFRONT COMMITTEE
TUESDAY, MARCH 14, 2023 - 5:00 PM
LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)

Members:

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

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1. Links to the City of Lake Geneva's live video stream can be found at https://wi-lakegeneva.civicplus.com/319/City-Meetings-Video-Stream
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. Meeting called to order by Chairman Yunker

2. Roll Call

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

4. Approval of the February 14, 2023 Piers, Harbors, and Lakefront Committee minutes as prepared and distributed

5. Harbormaster Report

- **a.** Lagoon repairs and projects for 2023

6. Discussion/Recommendation regarding the waiver of beach pass fees for the Geneva Lake YMCA summer camp program

7. Discussion/Recommendation regarding a cooperative agreement with the Geneva Lake Environmental Agency for shared responsibility for the boat launch and clean water inspections

8. Discussion/Recommendation regarding **Ordinance 23-01** an ordinance amending Section 192, Fees, of Chapter 90, Waterways, of the City of Lake Geneva Municipal Code; as it relates to the payment of unpaid and delinquent City claims related to the rental of City owned piers, slips, buoys, and kayak racks

9. Discussion/Recommendation regarding installing a Lifeguard Tower on Riviera Beach (Requested by Water Safety Patrol as the current Lifeguard Chairs do not allow Lifeguards to see

beyond Swim Piers)

10. Adjournment

This is a meeting of the Piers, Harbors & Lakefront Committee.
No official Council action will be taken; however, a quorum of the Council may be present.

PIERS, HARBORS, AND LAKEFRONT COMMITTEE MINUTES
TUESDAY, FEBRUARY 14, 2023 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, Hedlund and Dunn.
Absent: Straube (excused)

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

Approval of the December 13, 2022 Piers, Harbors, and Lakefront Committee minutes as prepared and distributed. Motion by Howell to approve. Seconded by Dunn. Motion approved by unanimous voice vote.

Harbormaster Report. Harbormaster Steve Russell reported that the buoy, slip and pier contracts for the 2023 season have been sent out. Russell reported that the Riviera Ballroom currently has sixty-two events booked for 2023 as of today.

Discussion/Recommendation regarding potential changes to City Ordinance 90-199 as it relates to classifications to the West End Stalls & Buoys, Riviera Slips & Buoys, and Personal Watercraft Lagoon Slips. Harbormaster Russell addressed the committee to review the current ordinance as well as go over a list of proposed changes. General discussion was held between Russell and members of the committee and Russell stated he would send a draft of the revised ordinance for the City Attorney to review. Hedlund so moved to recommend approval of the revised ordinance contingent on the City Attorney's review and approval. Seconded by Howell. Motion carried by unanimous voice vote.

Discussion/Recommendation regarding use of the West End Pier Fund for a portion of 2022 Season repairs. Russell addressed the committee and reviewed the related meeting packet materials. The City has budgeted approximately thirty-thousand dollars ($30,00.00) for contractual repairs to be undertaken by Gage Marine. Russell recommended use of West End Pier funds to pay for the fifty-two thousand dollars' worth of additional work needed per the quote. After further discussion Howell so moved to recommend use of the West End Pier fund to pay for portion of the 2022 season repair and further moved that the annual renter fee be increased from $533.00 to $1,000.00 per slip to assist in building up the Lakefront Fund Reserve Fund. Motion was seconded Hedlund. Motion carried by unanimous voice vote.

Discussion/Recommendation regarding lagoon repairs and projects for 2023. Harbormaster Russell addressed the committee to discuss the issues in the lagoon and how to best address the issue(s). Concern over the ongoing costs for repair in comparison to the amount of revenue generated by the city-owned lagoon slips. Russell further stated that it was necessary that all three parties with a vested interest in the lagoon (City, residents of Geneva Towers, and Elmer's) meet to discuss the topic. It was consensus of the Committee to have the Harbormaster attempt to arrange a meeting with the three parties to discuss the topic and report back at the next Piers & Harbors meeting.

Discussion/Recommendation regarding a cooperative agreement with the Geneva Lake Environmental Agency for shared responsibilities of the boat launch and clean waters inspections. In the meeting packet, Russell shared a letter from the Geneva Lake Environmental Agency (GLEA) concerning the City's boat launch and undertaking clean waters inspections by the City's boat launch staff. The proposal would be for GLEA to provide $12 per hour for a total of two-hundred hours to inspect boats at the City's boat launch. After general discussion it was the consensus of the committee to have the Harbormaster meeting with the Director of GLEA and report back at the next Piers Committee meeting.

Discussion/Recommendation regarding bid award for the 2023 Gas Pier Reconstruction Project. The Harbormaster reported that three bids were received for the proposed work to be done at the gas pier. General discussion was held concerning the wide range of bid amounts that were received. It was consensus of the committee that the Harbormaster meet with go over the bid document with the lowest bidder. Howell so moved to recommend approval of the lowest bid (subject to review by the Harbormaster and City Attorney) and to send this topic to an upcoming Finance Committee meeting. Motion carried by unanimous voice vote.

Adjournment

At 5:36 p.m. Hedlund so moved to adjourn the meeting. Seconded by Yunker. Motion carried by unanimous voice vote.

Harbormaster Report
Piers, Harbor and Lakefront Committee
March 14, 2023

- **Buoy/Slips/Piers**
  - As of the end of day, Friday March 10, 2023
    - West End Pier: 26 outstanding lease payments (52%)
    - West End Buoys: 30 outstanding lease payments (53.5%)
    - Lagoon: 8 outstanding lease payments (26.5%)
    - Riviera Slips: 8 outstanding lease payments (80%)
  - Buoy/Slips that have come open
    - WE Buoys – 8 non-renewals for 2023
      - 6 new leases have been generated and mailed
      - 2 open offers out
    - Riviera Slips – 1 non-renewal for 2023
      - 1 offer outstanding
- **Gas Pier Replacement Project**
  - Contract released to Glen Fern, LLC
  - Bid amount of $32,900
- **Beach**
  - Signs will be changed to indicate new daily pass fee of $10.00
  - Kiosks being updated to reflect new daily pass fee
  - VIPLY notified of dates of operation and new daily fee
  - Chains for orange swim buoys to be replaced prior to Memorial Day Weekend
- **LAGOON UPDATE:**
  - No update on Dam/Spillway repair
  - No update on dredging

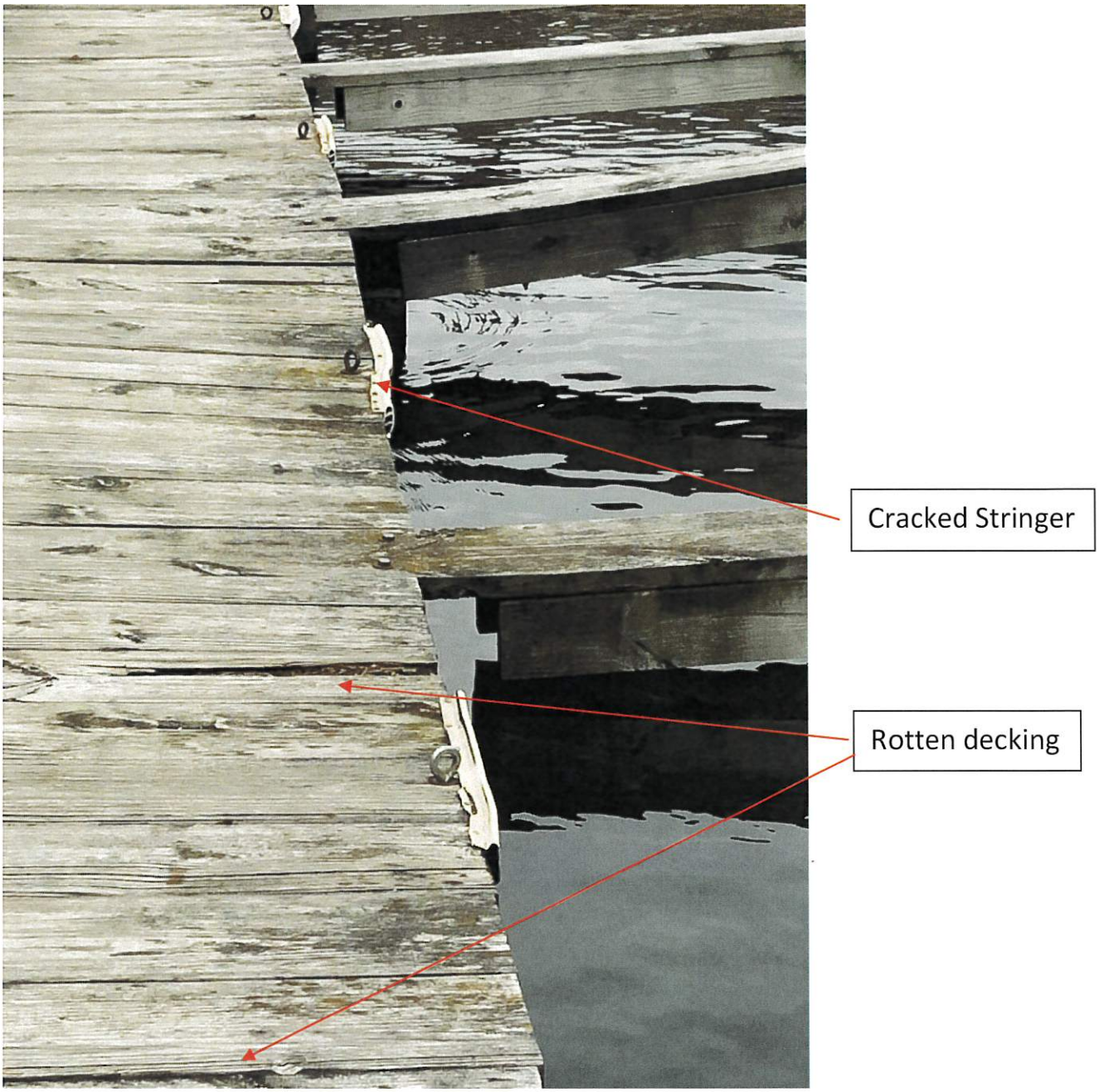
I walked the Lagoon pier on Monday, March 6th and found the pier to have sections that need fairly significant repairs:

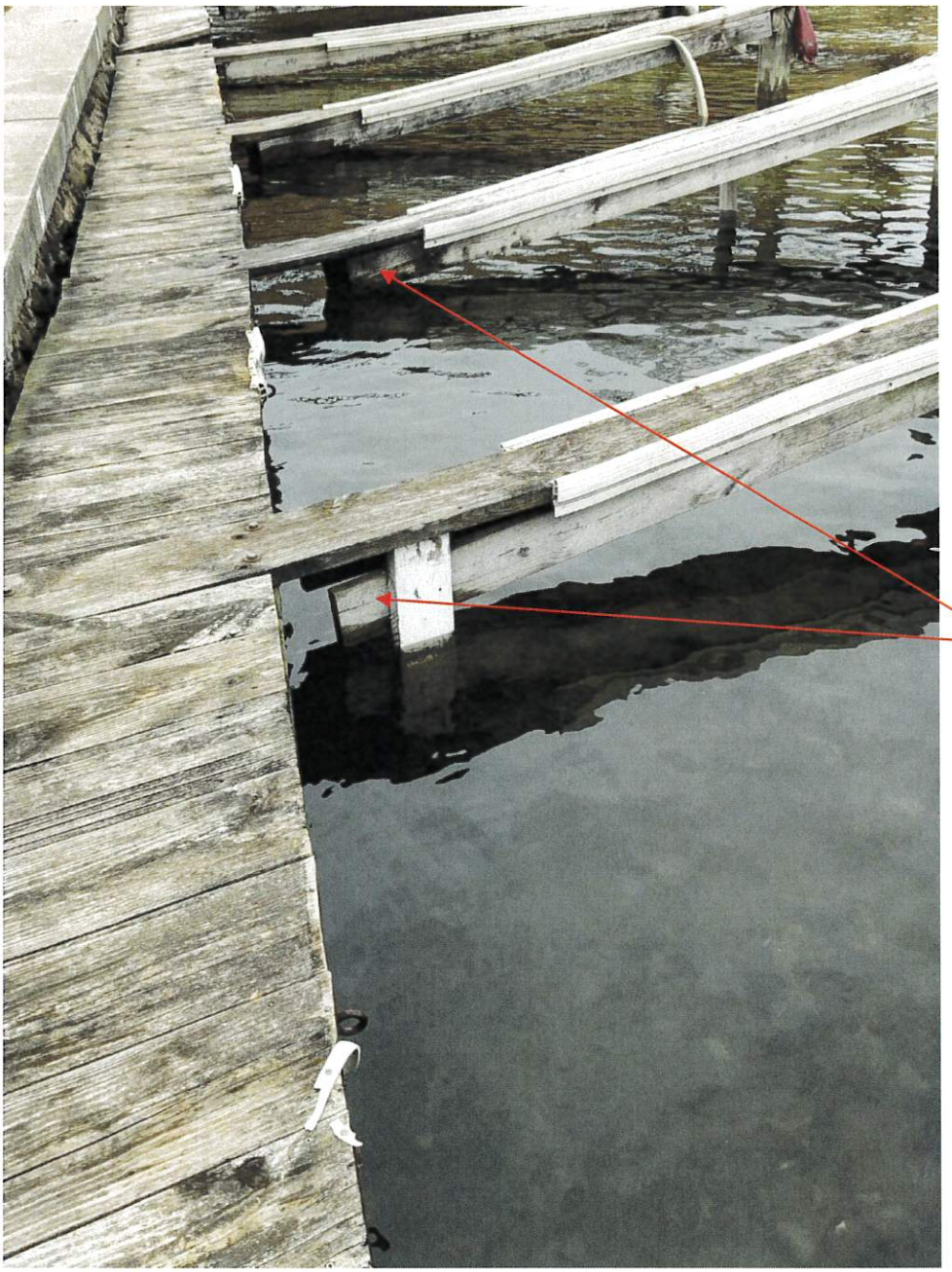
- Rotten deck planks
- Broken STRINGER at slip #9
- Support boards on finger piers separating from the decking
- Rotten supports
- Rotten pylons
- Missing deck boards
- Finger pier pylons heaved
- Finger piers at the surface of the water
- **Debris build up under Wrigley Dr bridge and into slips 1-4**

2023 Estimated Revenue:	$23,368 net of taxes

2023 Expenses estimated

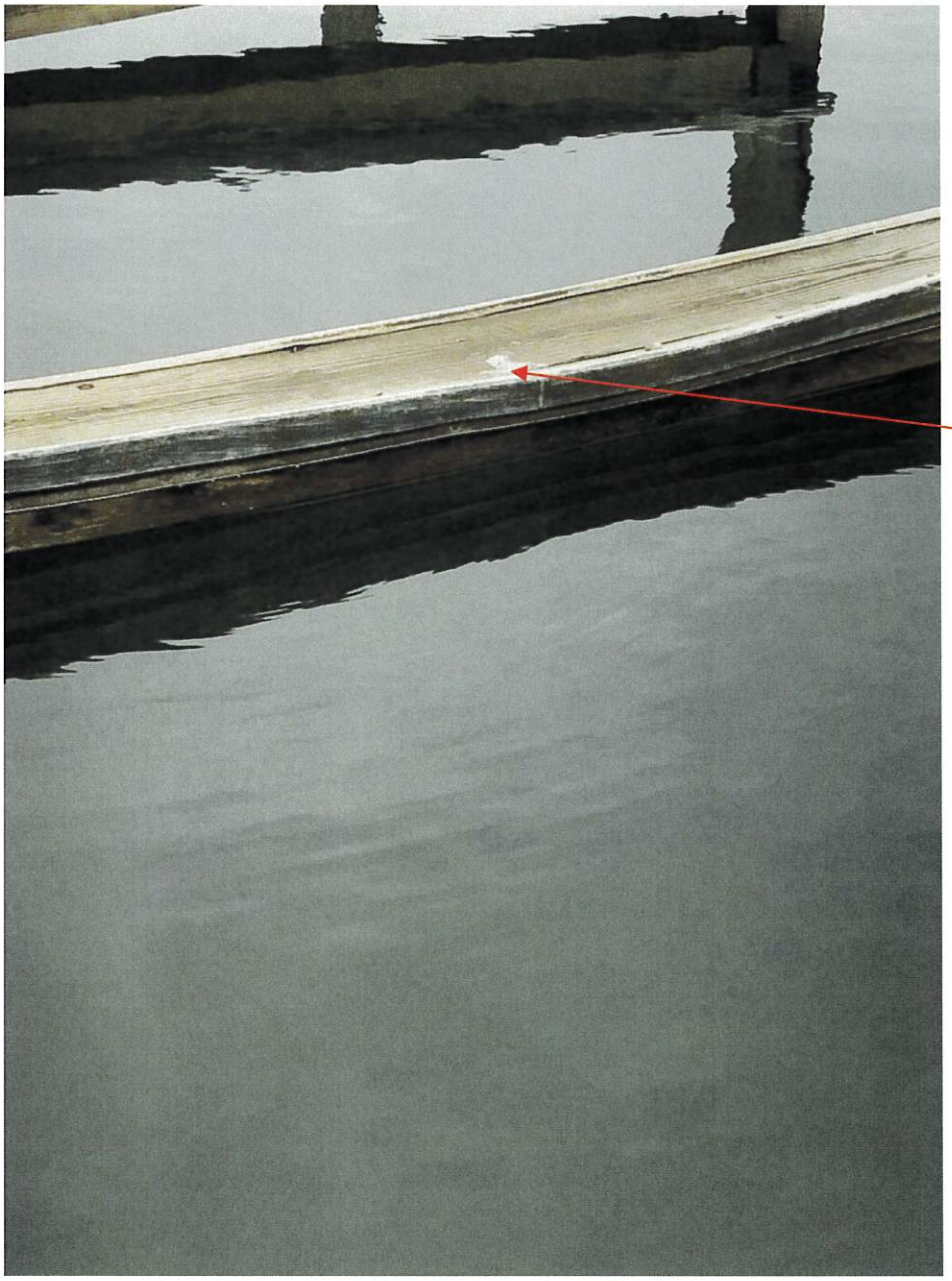
• Stringer Replace – Slip 9	$ 4,500 (based on 2021 cost of $3,800)
• Replace rotten decking as needed	$ 2,500
• Reset 15-20 pylons	$ 3,500
○ Barge time	
○ Crew time	
• Replace 6-10 finger piers	$ 5,500
• Diver Assisted Suction Harvesting	$18,000 (based on 2022 cost of $14k)
Net:	($10,632)


Cracked Stringer
Rotten decking


2x6 boards
separating from
finger pier deck

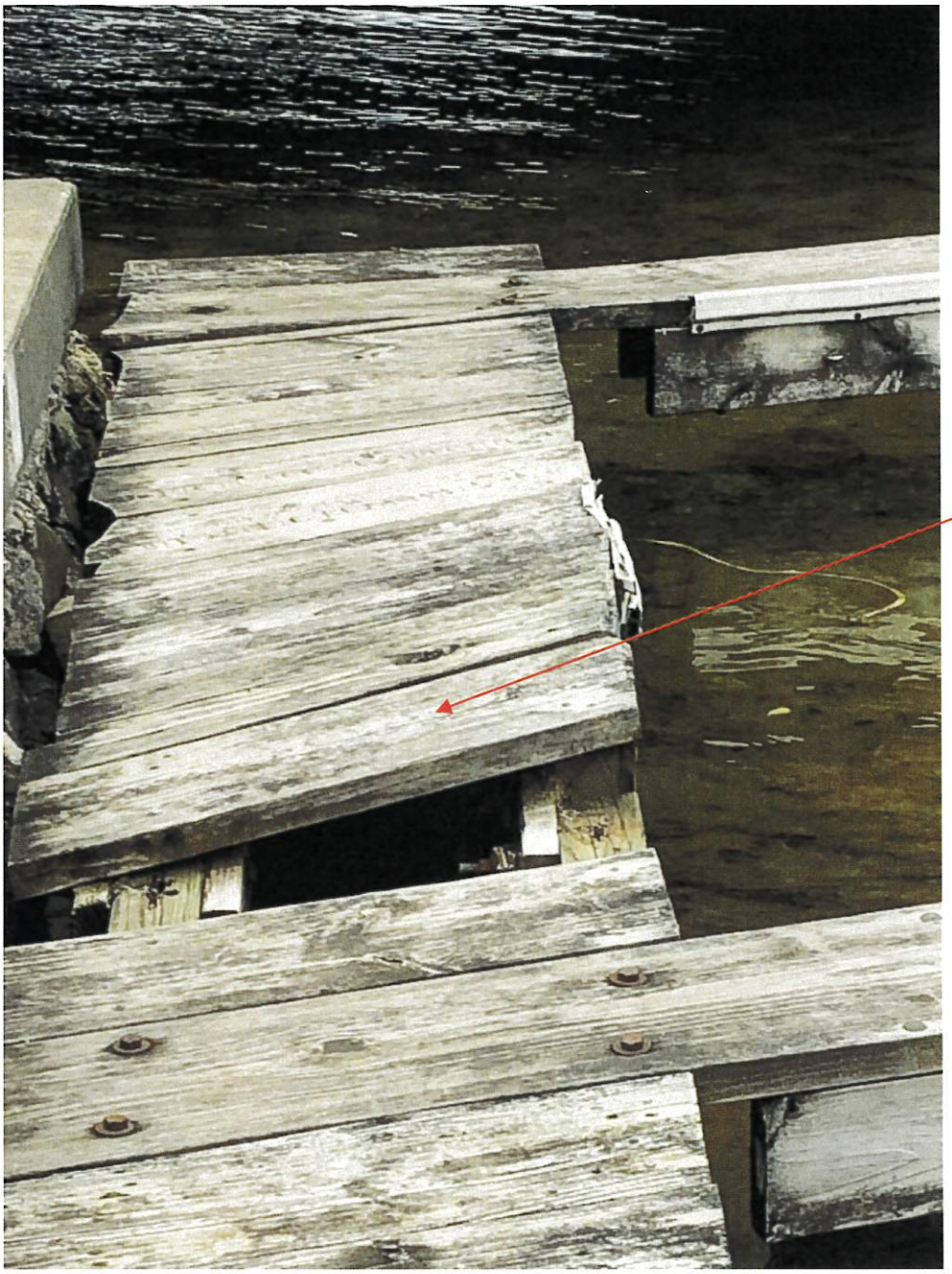
Rotten supports and the bottom is “kicked” out reducing support strength

Pylons "heaved" and need to be reset



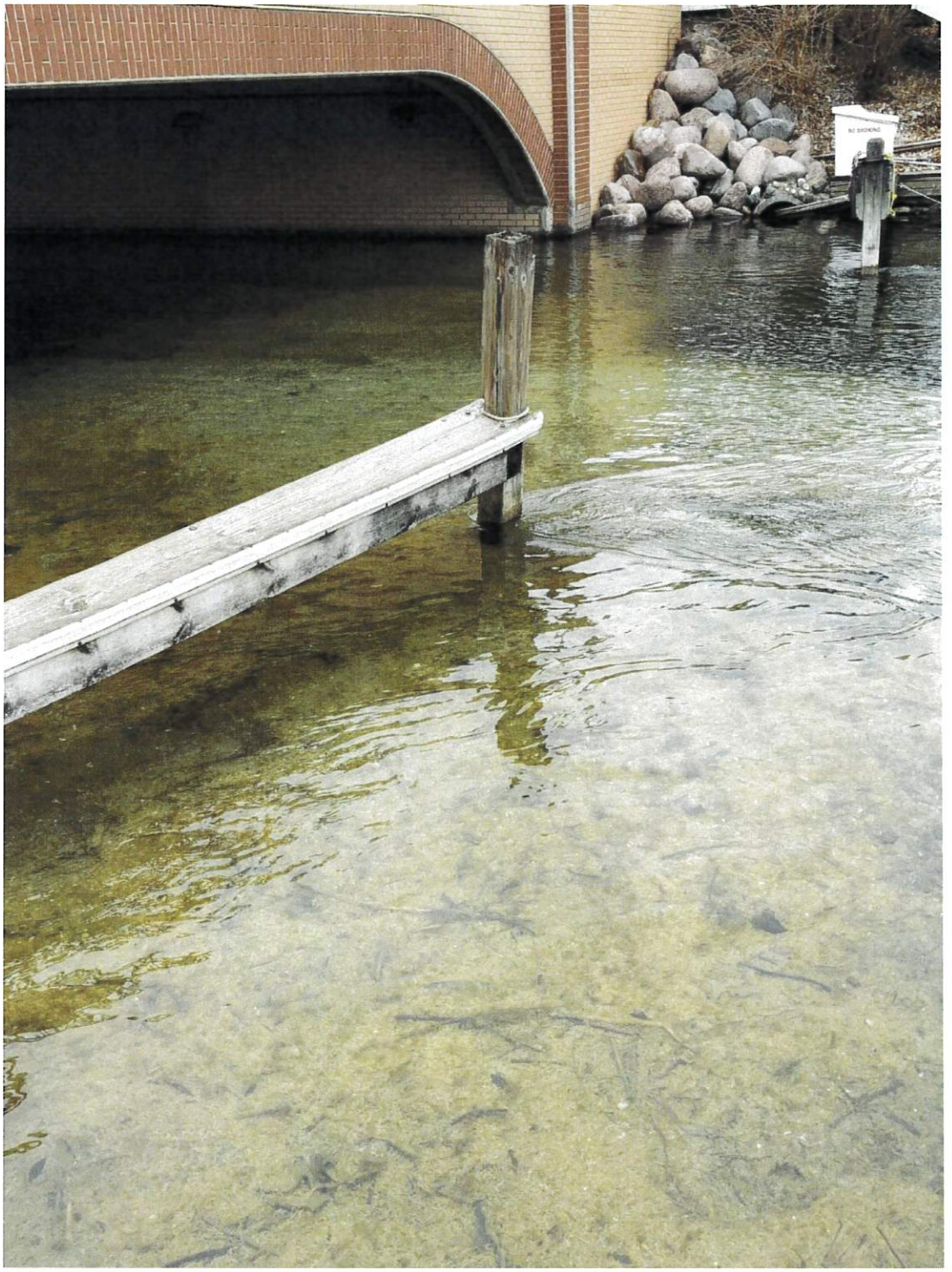
Finger pier "bowed" and at the surface of the water

West end of pier – Slip #1



East End of Pier

DEBRIS BUILD UP AS OF MARCH:



SUMMARY:

- Piers will need some significant repairs for 2023
- Debris buildup excessive as of March and will need cleaning out
- Open discussions on replacement pier

From: elaine.west@glymca.org
To: Lana Kropf
Subject: Geneva Lakes YMCA Beach Pass Proposal 2023
Date: Monday, March 6, 2023 11:36:29 AM
Attachments: Outlook-gn2ghn42.png

Lake Geneva Beach Pass Proposal

Good Afternoon, My name is Elaine West. I am the Summer Camp Director at the Geneva Lakes YMCA. Thank you for the invitation to present our proposal for beach passes.

- The YMCA Summer Camp Program is requesting 80 beach passes for our campers for the 2023 summer season.
- Our camp begins on July 5th and ends on August 18th.
- We will be attending approximately 7 times this summer.
- We have planned a Beach Kick Off Party on July 6th.
- We have planned Tuesdays or Thursdays to be our beach days.
- We would be visiting only on less busy weekdays.
- We would head to the beach at 10:00 a.m., have lunch, clean up and leave around 2:00 p.m.
- This would give our campers a wonderful Lake Geneva experience.
- We have campers who have never attended the beach before or even a beach!
- We would bring our own lifeguard for an extra set of eyes.
- We would cone off an area at the end of the beach to have separation and safety.
- We would keep the area clean and picked-up prior to leaving.
- It would be amazing to give our campers a taste of what Lake Geneva has to offer and to make memories that will last a lifetime.

Thank you for your time and consideration. We are hoping to continue the tradition of utilizing the lakefront in summers to come.

Elaine West
School Age Child Care and Summer Camp Director
Lake Geneva, WI 53147

262.248.6211 x13 | elaine.west@glymca.org | GenevaLakesYMCA.org

For a better us.

State of Wisconsin
Department of Natural Resources
Wisconsin Lakes Partnership

Watercraft Inspection Report

Form 3200-120 (R 2/18)

Notice: Information is collected under s. 33.02, Wis. Stats. Personally identifiable information, including names of volunteers, will be broadly distributed in conjunction with lakes data.

Inspector Name(s)	Date	Start Time	End Time	Total Hours Spent:
[redacted]	10/12	845 ◉am ○pm	1200 ○am ◉pm	Paid: 3.25 Volunteer:

Waterbody Name	County	Landing Location
Geneva	WALWORTH	WB

Boat Was... Entering	Boat Was... Leaving	Have you been contacted by a watercraft inspector this season? Y	Have you been contacted by a watercraft inspector this season? N	Are you willing to answer a few questions? Y	Are you willing to answer a few questions? N	Was boat used during the past 5 days on a different waterbody? Y	Was boat used during the past 5 days on a different waterbody? N	If YES, where? Waterbody Name / County / State	Don't know	Number of People Contacted
X	X	X		X			X	SINGLE ENTRY		2
	X	X		X			X			1
	X	X		X			X			1
	X	X		X			X			1
	X	X		X			X			1
	X	X		X			X			2
	X	X		X			X			2
	X	X		X			X			1
	X	X		X			X			2
TOTALS: Enter the totals & waterbody information into SWIMS at **http://dnr.wi.gov/lakes/cbcw-data**										
	9	9		9			9			13

Discuss Following Prevention Steps with Boater

WI Law requires boaters to take the following steps when leaving a boat landing:

Steps 1 & 2: **Inspect** boat, trailers and equipment and **remove** any attached plants/animals.

» Have you heard of this before? (see prompt)

Step 3: **Drain** all water from **boats**, vehicles and equipment.

» Do you have any questions? (see prompt)

If angler, state following steps:

Step 4: **Drain** water from **livewells** and containers holding your catch.

» This is a relatively new law. Were you aware that this is required? (see prompt)

Do you use live bait? (If YES, share message below.)

Bait Message: If live bait comes in contact with lake/river water, it can only be used on that same waterbody or discarded in trash. (bait=minnows/leeches/worms)

» Do you have any questions on this law as it can be a little confusing? (If yes, see Prompt and offer bait sticker/brochure)

Comments:

Sheet ____ of ____

Duties for Watercraft Inspectors

Watercraft inspectors serve to inform and educate the public about the threats of ecologically harmful aquatic invasive species to Wisconsin lakes. Inspectors work at public boat landings performing boat and trailer checks, recording watercraft data, distributing educational materials, and reporting suspect specimens.

Tasks:

- Communicate effectively to educate the public on invasive species and issues
- Distribute written information to watercraft users
- Inspect watercraft and trailers for invasive species
- Conduct verbal surveys and inspection inventory
- Document, record, and submit any suspect invasive species specimens to local/regional DNR service station
- Submit watercraft inspection data online at: dnr.wi.gov/lakes/cbcw-data
- Check landing and boat landing kiosk for appropriate signage and invasive species warning posters
- Check landing for litter and presence of appropriate trash container

Background Knowledge:

- Inspectors should have a working knowledge of how invasives can effect lakes. They are encouraged to read the information provided in CBCW handbook and be familiar with the current aquatic invasives threatening Wisconsin's waters.

- Inspectors should know that many native aquatic plants look a lot like non-native invasive aquatic plants, so all plants should be removed from boats and equipment.

- The invisible immature form of zebra mussels, known as veligers, and viral hemorrhagic septicemia can be transported in bait buckets and bilge water. Inspectors must be able to explain to boaters why they should not dump their bait bucket in the lake and why they should expel their bilge water and live-well water before they enter a new lake. - Where?

- Inspectors should have a basic understanding of the VHS rules and AIS "illegal to launch law", so that they can explain these rules to boaters and anglers.

Remember, volunteer watercraft inspectors are not to enforce the law; rather, they educate boaters that launching any watercraft with plant or animal material attached is illegal. Inspectors encourage boaters to remove plant matter and drain water every time they leave a water body.

ORDINANCE OF THE COMMON COUNCIL			
An ordinance amending Section 192, Fees, of Chapter 90, Waterways, of the City of Lake Geneva Municipal Code; as it relates to the payment of unpaid and delinquent City claims related to the rental of City owned piers, slips, buoys, and kayak racks			
Committee	Piers, Harbors, and Lakefront Committee to consider on March 14, 2023		
Fiscal Impact:	N/A		
File Number:	**23-01**	**First Reading :** **Second Reading :**	March 27, 2023 April 10, 2023

The Common Council of the City of Lake Geneva, Wisconsin, does hereby ordain as follows:

Section 90-192 Fees.

The rental fee for each year shall be set by the Council no later than the first Council meeting in February, and payment for such facilities shall be made on or before March 15 of each year. No refunds shall be made, except as otherwise provided. Renters not making payment by March 15 will be allowed a ten-day grace period to pay rental fees. Renters shall pay a per diem penalty set from time to time by the City Council, for payments received after March 15. Delinquent renters will be notified of the grace period and penalty on March 16 of each year by first class U.S. Mail, postage prepaid and by a phone call or email using the most recent address, phone number and email address provided by the renter. Notices will be deemed received three days after March 16. Any lessee or applicant on the waiting list not paying the rental fee and applicable penalty fee within the grace period shall be deemed to have abandoned their lease or their place on the waiting list. No rental shall be granted for any lessee for which claims of the City are delinquent and unpaid or to any person delinquent in payment of such claims to the City. The City of Lake Geneva Harbormaster shall have the authority to withhold any rental agreement in which the named lessee possesses delinquent City claims or unpaid claims to the City of Lake Geneva. "Delinquent" for the purposes of this section shall mean the claim remains unpaid for 30 days after it became due.

Approved by the City of Lake Geneva Common Council on this 10th day of April, 2023.

Council Action: ☐ **Adopted** ☐ **Failed** **Vote** _____

Mayoral Action: ☐ **Accept** ☐ **Veto**

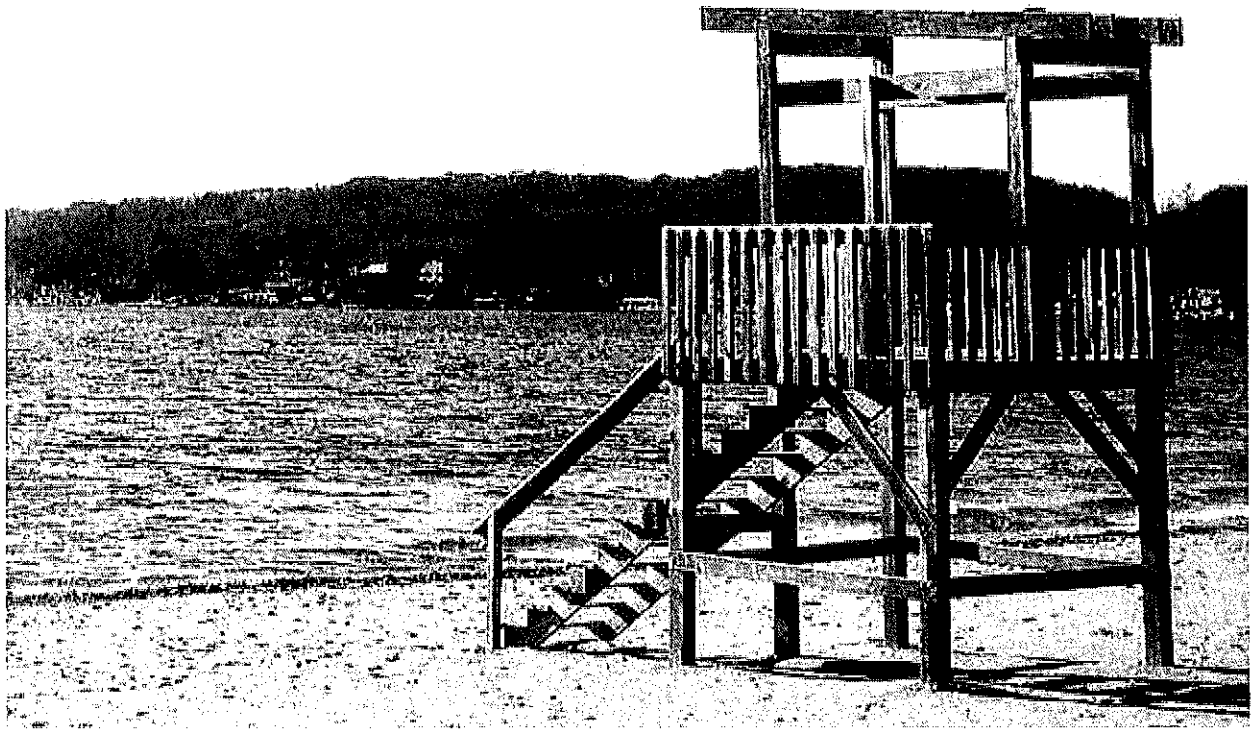
Charlene Klein, Mayor Date

Attest:

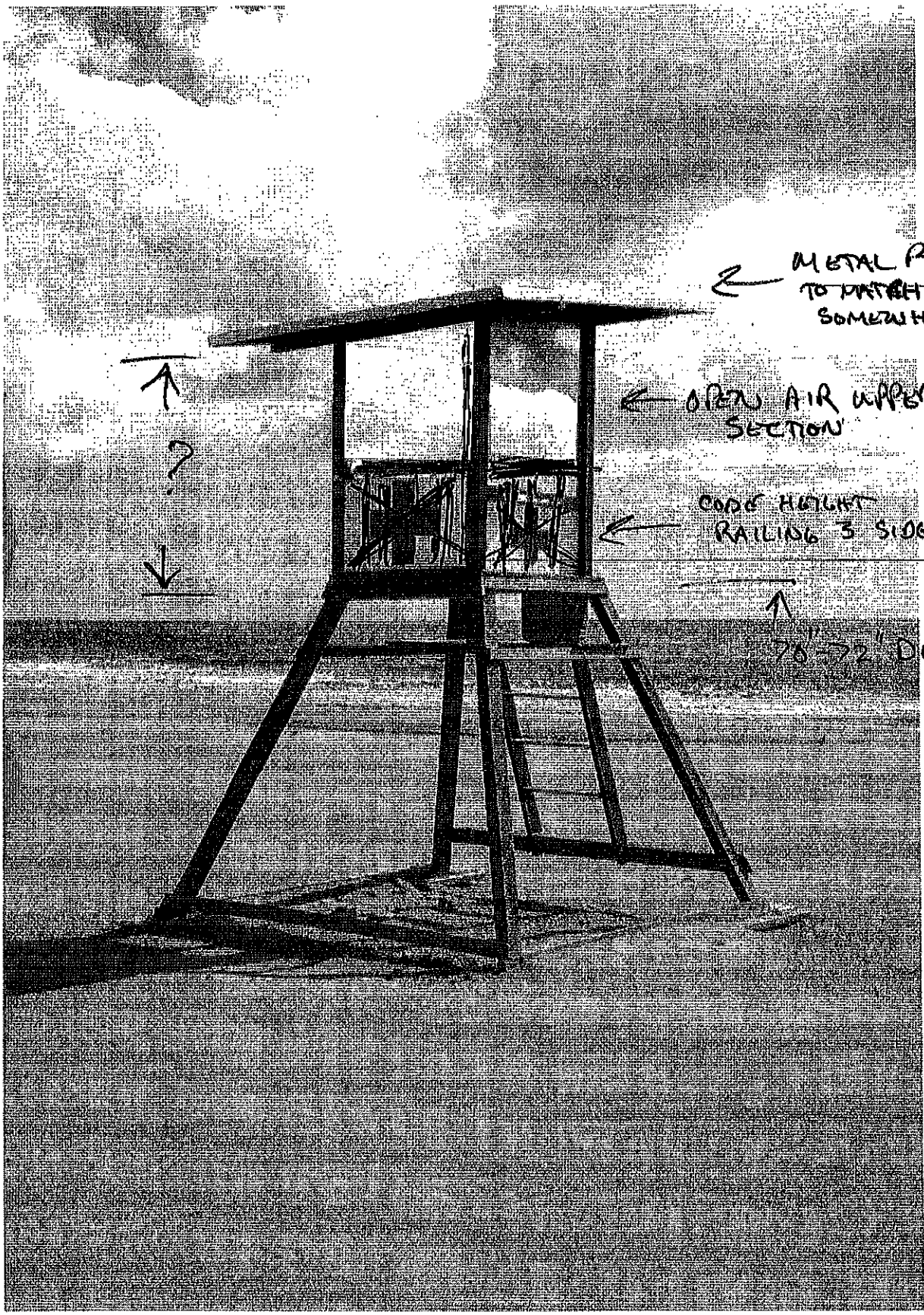
_____

Lana Kropf, City Clerk Date

PREVIOUS BEACH LG TOWER



RIVIERA BEACH LIFEGUARD TOWER - PROPOSED



705 Madison St. #101
Lake Geneva, WI 53147

Office: (262) 203-7034
gregodden@glen-fern.com
www.glen-fern.com

February 14th, 2023

City of Lake Geneva
626 Geneva Street
Lake Geneva, WI 53147

Attn: Mr. Steve Russell

Re: **Riviera Beach Lifeguard Tower**

Dear Steve,

We thank you for this opportunity for us to provide our proposal to you. We have received your Request for us to bid on a lifeguard tower with sunshade per your drawing.

Base Project Work.
Our proposed cost to complete the base work per the February 14th Bid is $5,250.00

Total cost for all work noted above is $5,250.00

Clarifications to our proposal.
This project includes the material and labor to build and erect a lifeguard tower on Riviera Beach. The lifeguard tower would be painted white with a metal roof to color match the Riviera Building.

I can assure you that your project will have engaged and knowledgeable people working for you. We will complete the project in the most efficient process available.

Sincerely Submitted,
Joseph Grabowski
Glen-Fern Construction