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

CITY OF LAKE GENEVA REGULAR COMMITTEE OF THE WHOLE
MONDAY, MAY 1, 2023 - 6:00 PM
LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)

Members:

Council President: Mary Jo Fesenmaier
Council Vice-President: Cindy Yager
Alderpersons: Joan Yunker, Shari Straube, Linda Frame, Peg Esposito, Tim Dunn, Ken Howell

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 https://cityoflakegeneva.gov/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. Call to order-Council President Fesenmaier
2. Pledge of Allegiance – Alderperson Howell
3. Roll Call
4. Approval of the Committee of the Whole Minutes from February 6, 2023 as prepared and distributed
5. 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.
6. Introduction of new Alders
7. Comments from Council President and Vice-President
8. Parking Ad Hoc Committee Report-Mayor Klein
9. Hillmoor Ad Hoc Committee Report-Mayor Klein
10. **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, and Regulation Committee
- **b.** Personnel Committee
- **c.** Public Works Committee
- **d.** Piers, Harbor, and Lakefront Commmittee

11. **<u>COMMITTEE, COMMISSION AND BOARD REPORTS.</u>** 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
- **b.** Tree Board
- **c.** Police and Fire Commission
- **d.** Plan Commission
- **e.** Board of Park Commissioners
- **f.** Library Board
- **g.** Historic Preservation Commission
- **h.** Avian Committee
- **i.** Tourism Commission
- **j.** Cemetery Board

12. **<u>COUNCIL REPRESENTATIVES SERVING ON OTHER BOARDS AND COMMITTEES.</u>** 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
- **b.** Geneva Lake Museum
- **c.** Lake Geneva Economic Development Corporation
- **d.** Geneva Lake Environmental Agency
- **e.** Geneva Lakes Family YMCA
- **f.** Geneva Lake Use
- **g.** Business Improvement District

h. Geneva Lake Law Enforcement Agency

13. Adjournment

A quorum of the Council may be present; however, no official Council action will be taken.

Requests from persons with disabilities who need assistance to participate in this meeting should be made to the City Clerk's office in advance so that the appropriate accommodations can be made.

CITY OF LAKE GENEVA REGULAR COMMITTEE OF THE WHOLE MINUTES
MONDAY, FEBRUARY 6, 2023 - 6:00 PM
LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)

Members: Council President: Rich Hedlund
Alderpersons: Tim Dunn, Mary Jo Fesenmaier, John Halverson, Ken Howell,Shari Straube, Cindy Yager, and Joan Yunker

Council President Hedlund call the meeting to order
Council President Hedlund called the meeting to order at 6:00 pm

Pledge of Allegiance – Alderperson Hedlund
Council President Hedlund led the Committee in the Pledge of Allegiance

Roll Call
Present: Hedlund, Dunn, Fesenmaier, Halverson, Howell, Straube, Yager, Yunker
Absent: none

Approval of the Committee of the Whole Minutes from October 3, 2022 as prepared and distributed
Motion by Yunker to approve, second by Yager.
No discusion. Motion carried 8-0.

Discussion regarding the Premier Resort Area Tax (PRAT)
Becky Haines from the Wisconsin Department of Revenue provided detailed background information on the Premier Resort Area Tax.
Questions from the Committee are entertained.
Committee members asked questions covering topics such as online sales, applicable sales, steps after the advisory referendum, process and timeline for implementation, and post collection steps,
Motion by Hedlund to suspend the rules to allow limited questions from members of the public, second by Fesenmaier. No Discussion. Motion carried 8-0.
Sherri Ames; asked if the tax is imposed on the entire 53147 zip code, or just within the City.
Ms. Haines clarified that the tax is imposed just within the City limits.
Gary Milliette, asked for specifications on whether the tax would apply to automobile, boat, and RV sales.
Ms. Haines clarified that in her experience, automobile dealers would not be charged the tax.
Andrea Christian; asked about the qualifying list of retailers; requesting that Ms.Haines read the full list.
Ms. Haines recomended that members of the public with questions should reference the Department of Revenue's website and reach out to the Department with any further questions.

Presentation from the YMCA
Steven Lois, President of the YMCA Board of Directors, introduced Mike Cramp, CEO, who gave a presentation on the YMCA's proposal for a new facility at Hillmoor.
At the conclusion of the presentation, Mr. Kramp welcomed questions from the Committee.
Discussion followed between the Committee and Mr. Kramp, covering topics such as project timeline, traffic concerns on Hwy 50, acreage needed for the proposed project, sustainable building materials, community usability, and availability of the proposal for viewing on the City's website.

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.
Dimitri Anagnos, 811 Wrigley Dr & 148 Cass St, spoke on the issue of the price of parking. He stressed that people will pay for convenience, and showed his support for the Mayor and $4.00/hour parking on the weekend.

Andrea Christian, 250 Havenwood Dr; discussed email correspondence; and lack of ADA accessibility regarding sidewalks, streets, businesses, and other establishments. She stressed the importance of listening to people with disabilities.

Peg Esposito, thanked the Committee for meeting tonight. She congratulated the YMCA on their presentation, and spoke about the sidewalk assessment plan that was discussed at the Public Works Committee meeting. She further stressed the importance of ADA compliance and accessibility to paths and sidewalks in the winter.

Frank Guske, W3470 World Line Ct, Lake Geneva Lanes, thanked the City for hearing the business owners' concerns, and for reconsidering the proposed Gateway Ordinance.

Sherri Ames, 603 Center St, thanked the Police Department for their work at Winterfest. She suggested backing off on building anything in Hillmoor until the work on Hwy 50 is done, but is pleased about the new YMCA proposal. She spoke on parking issues; suggested a parking structure where the Geneva St lot is located, indicated that residents should not be providing parking for the employees, and discussed Winterfest parking and the $4/hour parking rate. She thanked the Committee for holding the meeting.

Gary Milliette, Wrigley Dr, states that it is shameful that there is not a permanent solution to the unsafe sidewalk conditions on hwy 50. He further spoke on the issue of parking, and the solution is addressing human behavior. He suggested hiring a firm to design a program of variable pricing, and using the current technology available to implement it.

<u>Adjournment</u>
Motion to adjourn by Howell, second by Yager.
No discussion.
Motion carried 8-0. The Committee adjourned at 7:19pm.

These minutes are unofficial until approved by the Committee.

Vanessa Jahns
Deputy Clerk

CITY OF LAKE GENEVA PARKING AD HOC COMMITTEE MINUTES
WEDNESDAY, MARCH 15, 2023 - 4:15 PM
LAKE GENEVA CITY HALL; CONF RM 2A (UPPER LEVEL)

Members: Mayor Charlene Klein, Parking Manager Seth Elder, Trence Paisano, Sherri Ames, Paul Hummel, Fred Gahl, and Downtown Business Improvement Executive Director Alex Binanti

Call to Order
Mayor Charlene Klein called the meeting to order at 4:16pm.

Roll Call
Present: Mayor Charlene Kelin, Parking Manager Seth Elder, Alex Binanti, Sherri Ames, Paul Hummel, Terence Paisano.
Absent: Fred Gahl

Approval of the March 8, 2023 Parking Ad Hoc Committee minutes as prepared and distributed
Motion by Binanti to approve, second by Ames. No discussion. Motion carried 6-0.

Discussion regarding Remote Employee Parking with Shuttle
The committee discussed possible locations for a remote parking lot with shuttle access. Existing locations with potential are Veterans Park, Badger High lots when school is not in session, & the City-owned grass lot at 120 E Sheridan Rd. Creation of additional City lots behind the Lake Geneva Museum and on the Hillmoor property were also included as future options. Discussion included ideas that creating lots close enough for a walking option would be the most ideal; responsibility for the funding of the program and employer responsibility for employees; potential use of BID funds for support of employee parking programs; current employee use of existing parking lots; public or private funding for a shuttle versus charging for a shuttle ride per person; best times for a potential employee parking program to be implemented and in effect; potential shuttle routes and impact on City traffic.

Elder updated the committee on the discussion with the Cove Board about the use of the lot off Wells St as a shared-revenue parking location. The Board of Directors are in discussion and will inform the Parking Manager of their decision.

A parking survey sponsored by the BID is scheduled to be sent to employers and employees in the BID district on the evening of March 15, 2023. Feedback from that survey will be presented at the next Committee meeting.

Elder drew the committee's attention to plans (included in the Special Parking Discussion Group packet from the March 8, 2023 meeting) for a new parking lot on Sage and Waverly Streets and extension of the parking lot on Mill and Geneva Streets adjacent to the Lake Geneva Museum.

Discussion regarding Advance Parking Reservations
Motion by Ames to move agenda item to next meeting; second by Binanti. No discussion. Motion Carried 6-0

Review of Parking Study
Motion by Ames to move agenda item to next meeting; second by Binanti. No discussion. Motion carried 6-0

Next Meeting Date & Time
Committee scheduled next meeting date for Wednesday March 29 at 4:15pm

Adjournment
Motion by Ames to adjourn; second by Binanti. No discussion. Motion carried 6-0. Meeting adjourned 5:17pm.

CITY OF LAKE GENEVA PARKING AD HOC COMMITTEE MINUTES
THURSDAY, APRIL 6, 2023 - 4:15 PM
LAKE GENEVA CITY HALL; CONF RM 2A (UPPER LEVEL)

Members: Mayor Charlene Klein, Parking Manager Seth Elder, Trence Paisano, Sherri Ames, Paul Hummel, Fred Gahl, and Downtown Business Improvement Executive Director Alex Binanti

Call to Order
Parking Manager Seth Elder called the meeting to order at 4:13 p.m.

Motion by Ames to suspend the rules to allow comments from the public, second by Binanti. No discussion. Motion carried 7-0.

Elder introduced Chief Operating Officer for Gage Marine, FJ Frazier and Owner of Speedo's Cafe, Spyro Condos.

Roll Call
Present: Mayor Charlene Klein, Parking Manager Seth Elder, Sherri Ames, Alex Binanti, Fred Gahl, Paul Hummel, and Terence Pisano.
Absent: None.

Condos spoke in favor of the City addressing the lack of parking options for employees of downtown businesses.

Approval of the March 29, 2023 Parking Ad Hoc Committee minutes as prepared and distributed
Motion by Ames to approve, second by Binanti. No discussion. Motion carried 7-0.

Review of Downtown BID Survey Results
Binanti provided survey responses received since the last meeting. Pisano detailed options of adding paid parking lots within downtown by creating partnerships with businesses that have private lots and are not open on weekends. Pisano approached local businesses to propose a revenue-sharing partnership, and received positive feedback on such an agreement.
Motion by Mayor Klein to suspend the rules and allow public comment, second by Ames. No discussion. Motion carried 7-0. Frazier provided details relative to parking for employees of Lake Geneva Cruise Line. Discussion then focused on shuttles for employees, converting free Maple Park parking stalls to metered parking, and possibilities of expanding Eastview School parking lot.

Discussion/ Recommendation regarding Remote Employee Parking and Shuttle Program
Motion by Ames to continue to the next meeting, second by Gahl. No discussion. Motion carried 7-0.

Discussion regarding Advance Parking Reservations
Elder advised that the Financing, Licensing and Regulation (FLR) Committee unanimously passed the proposal to utilize Lot I for Advanced Pay Parking. The item will be forwarded to the full City Council.

Future Agenda Items
There were none.

Next Meeting Date & Time
The committee scheduled the next meeting for Wednesday, April 19, 2023 at 4:15 p.m.

Adjournment
Motion by Ames to adjourn, second by Binanti. No discussion. Motion carried 7-0. The meeting adjourned at 5:20 p.m.

Mar 16, 2023

Introductions -

Lake Geneva City Attorney Dan Draper

Item Three: Approval of Feb. 28.2023 Minutes
- Correction to be made: Public Works Section - Page 2 - “Old clubhouse remains” is an error and is not there any longer.
- Henry: “I believe it was in reference to the Clubhouse footprint”
- All in favor of minutes approved. 4:07pm

Mayor Klein:
- Introduces Dan Draper

Dan Draper
- “Open Meetings Law” explanation: Anytime governing bodies are meeting it has to be open to the public, accessible to the public. Does not mean there needs to be public participation but it does necessitate public observation of the meeting.
- Rules about talking as groups. 9 people is considered a meeting “in furtherance of government business” and needs to be made known to be people.
- AdHoc Committees fall under the purview of “being government business”
- “Not so clear violations” - A walking Quorum - Ex. Two people get together and say we should do something then one keeps talking to another and passing it till 9 people agree. It can happen orally, emails, texts etc.

Henry
- Ex. “If Dave and I leave and talk about something would that be a violation?”

Dan
- “No, but if he talks about something to someone else and keeps passing it along it could be a violation of the open meetings law.”

Henry
- “There also needs to be some sort of intent though is that right?”

Mayor
- “Here the deed restriction”

Adam
- Read’s restriction paragraph. Needs to be a 501c3 or ancillary use.

Mike
- What does ancillary mean?

Dan
- The goal of the Grantor was that the City does not flip it to sell it
- A public use purpose is appropriate for the property. A use that benefits the Citizens.
- Public Recreation or Philanthropic is also allowed
- If it is something for Private use, Private Operation, Leasing it for Private use would not be acceptable

Mike
- Could the restaurant be private?

Dan
- It's not clear. The Grantor did not seem to have a problem with that.

Adam
- Does everything need to be approved by the Grantor?

Dan
- No, unless there is a private party making profit from then we would need to see if we require approval.

Henry
- What if there was an Icerink? Where the property is leased to a private company for the public use? Do we need to sit down and talk about it?

Dan
- We probably do. If the organization was a 501c3 or open for public purpose…it needs to be open to general citizenry.

Henry
- If we had to hire outside consultants where a third party profits would that be a problem?

Dan Draper
- That should fall under ancillary uses. Bar, pro shop, restaurant should fall under ancillary uses.

Mayor
- Item 6: Comments and questions for City Attorney Draper
- I do have questions from David Curry "What uses triggers approval from the previous owner"

Dan Draper
- If it's something other than a 501c3 or a private development. We would have to think about the possible gray areas and then we would likely need to contact them. But public uses should not trigger it

Mayor
- David Curry Questions: “Can the City sell licensing rights to parts of the property?”

Dan Draper
- Could we sell rights for the use of public goods? Probably, but you are asking specific questions before there is a specific vision?

Mike
- Similar questions, we have had 501c3’s express interest, is the City allowed to sell or lease these properties or does it have to remain under the City?

Dan
- It may be acceptable, the YMCA was mentioned previously as an example.

Mike
- Do we need to go through rezoning for any kind of building?

Dan
- Yes

Henry
- So a restaurant would need to have zoning approval?

Dan
- Can I go? (I’m kidding)

Mayor
- Nancy?

Karen
- Knowles Stewardship Program offers grants to develop parks
- I believe we would score highly and can't guarantee a grant but we think we are a good candidate
- We would like to use the grant first for a circular 10’ wide trail. Limestone that can be used for the disabled and bicycles.
- We would need to have two bridges. We have experience in that since we did that at White River park.
- We would like to do a canoe/kayak launch if it’s not too expensive or complicated
- We would also like to have bathrooms
- The State program is a more flexible program. There is a federal program but is not as flexible.
- We want the Grant to be under 250k so as to not trigger State Assembly approval
- If we apply in May we usually hear by the Fall
- Public Survey? NOTE I MISSED THIS AND NEED MORE INFORMATION

- We would need help from someone in Public works to help fill out some things in the Grant

Request: Mayor is there someone you can recommend in Public Works to talk to

- We have a cost of about 10k to design the preliminary paths.
- 2 weeks from now should have slides.

Question:

- What was the name of the company?

Karen:

- Midwest Prairie

Henry:

- karen , can you show us where the 98 acres are on the map

Karen:

- It would be the Floor Plain area. It's 98 acres

Mike:

- It's a good idea to have a launch site for kayaks but there is a place where they may not be able to pass under the roads. There is also a hilly area that is not in the floodplain

Paula:

- So everything between the blue is not flood plain. But the trail is still going to go through. Is that correct?

Karen:

- I need to have my map in front of me to confirm that.

Henry:

- Basically what we are saying is that we have determined that these 98 acres will be put into the conservancy. Is that what we are saying?
- I think hole 8 is part of the floodplain but there are other things we can do with it.

Karen:

- No, we have not predetermined that. We have to look at the latest regulations on what you can do with a floodplain. We need to check on that.

Henry

- Just for clarification, does your group need to limit what else can be used on the flood plain?

Karen

- We are not looking to put a conservation easement on this acreage now where we are looking to have control over it. We are just looking to put trails for hiking. These are also easily movable. We are not trying to control it or make rules on this land, we just want to add safe trails for people to hike there now. It was also a general public opinion and comments that we need trails back here. No conservancy easement on this land that we are proposing.

Henry
- All we are talking about now is creating a perimeter trail with grant funds?

Karen
- Yes. Is it a matching grant?

Henry
- Are we voting on this or is this already done?

Mayor
- This committee will be voting on this.

Karen
- The reason we are moving so fast is because this grant deadline is May 1, 2023
- If the committee decides they need time to consider we understand we may lose this grant.

Norine
- How many acres would a 9 hole golf course take?

Henry
- I would need to check. It could be about 38

Norine
- So if we have 200 acres the golf course would take a portion of that and the trails another portion

Mayor
- Nothing has been predetermined here.

- Who owns the school property?

Norine
- Could an underground parking garage be built on or under the property

Paula
- Having someone work on a master plan sounds exciting. But what is the backstory to that? How did this project come to be?

Karen

- The conservancy has been supportive of this flood plain becoming a nature preserve for a long time. In the conservancy budget we allocate a budget for a master plan.

Mayor

- Steps out to get documents

Mike

- Clarifies on the map what is the flood plain.

Karen

- We do need to clarify that. We only want to work in the floodplain so we do want to make sure we are not going anywhere else where other recreational use could take place.

Henry:

REQUEST: CAN WE GET A MAP OF THIS SO WE CAN ALL REVIEW IT AND UNDERSTAND IT MORE

Karen

- Any other questions?

Paula

- Has the conservancy done any plans to do any studies of what has begun to live there on the property, wildlife etc.?

Karen

- We plan to do that. Because the buckthorn has moved in there there's a lot we may not see until we remove that invasive species. WE hope to be able to return wildlife that isn't even there anymore

Mayor

- Item 8: Discussion on a Guiding Vision for Hillmoor
- Introduces Mike

Mike:

- Introducing via powerpoint
- Hands out document "Comprehensive Plan" and Slides
- Some have been working on Hillmoor for a while and some are new. I want to get everyone on the same page so we can cultivate a common vision
- Starts slides "Visioning Session"
- City of Lake Geneva Mission Statement: The City said "No" to private development on the property so we should remember that
- Who are we doing this for? Primary Customers: The Residents of Lake Geneva. Secondary: Guests and Visitors

- Residents is inclusive of every age

Skip
- Thank you. That really does enlighten our direction and I think this a start to that.

Paula
- I agree with all that. I was thinking about all that. The sounds of water, birds and children.

Dave Q
- I guess that was a good presentation. One thing in the back of my mind is that a lot of these things we don't have to invent. There are things we should go see in this state that have done well preserving their parks for a hundred years.

Henry
- Great job. I think we do need to take a deep breath and think about what this would look like in 50 years. I think the Mayor requested we present what we think our ideas would be.

Mike
- Share part of it.

Henry
- I made copies of it. Hands out his vision. Golf course added to the unique ambiance of the Hillmoor. Preserve and renovate in a minimal way the original 9 holes as designed.
- All the local golf professionals I spoke to feel this would be a successful gathering place. We promised the taxpayers we would make this a neutral tax liability as much as possible.
- Year round Ice Arena/Ice Skating

Mike
- Why would you want to go there? What would it do for you?

Henry
- Maintain the green aspect and create a place for people to come together and commune in a recreational way.

REQUEST: ARE THESE PACKETS AVAILABLE IN PDF?

Mike
- So you are saying these uses would help you in creating a place for community.

Karen
- Frederick Almstead designed beautiful parks throughout the country. I would love to see his ten best park ideas.

Mike
- Could you provide more detail: Sculptures, water features?

Karen
- It's hard to say. If we use Hillmoor as a Central Park. "People need places to play in and pray in to strengthen their bodies and souls." John Muir. I would like us to come to a place where we can have a vision statement that is simple like that. But I know we can't use the word "pray".

Mike
- Karen, could you write down a nice paragraph giving it your best shot.

Mayor
- You can email that to me and it can be included in the minutes

Norine
- If we are to deliver to the citizens and future generations we will give them a gift forever that is unparalleled in the world. Human beings

Adam
- I would love a space for families and kids, parking, traffic considerations and it needs to be beautiful

Mayor
- I won't reiterate but I wished I'd be here in 50 years to see it!

Celine
- "Preserves don't get bigger" they just stay contained. I would like to see a space preserved for people who live in a Condo or an Apartment. I would like to see part of this area preserved so that you don't need to get a permit. A space for all income levels to enjoy this property.

Mike
- Could you imagine what Lake Geneva would look like if Mary Sturgeous didn't donate Library Park. You can go to the library and feel like you have a mansion on the lake. It's so integral to the quality of life across all socioeconomic levels. It's a great equalizer for the community.
- Dan, before you leave, the frisbee park that was not part of the white river acquisition, that's not subject to the same deed restrictions?

Dan

- No, that's not part of the Hillmoor. The Deed restriction is not part of that.

Mike
- Does anyone else want to add or contribute?

Paula
- Trails, super important. Connectivity. Biking, walking, cross country skiing and connecting them to the trails we already have. It makes it safer for everyone.
- Recreation: Speaking of the disc golf course, I think it's wonderful and young adults love that course. It's also a personal love of mine.
- The habitat issues: We really have to understand what is there. Animal/PLants to make priority decisions about what we want to enhance and bring that into the early design stages of what we are doing.
- As an archeologist, I am concerned about the archeological sites that may be present. The golf course area probably has had anything cleared. The remaining areas other than wetlands should be looked at.
- Urban Ecology Center to educate people
- Regarding the YMCA. We should think about if we went in that direction, do we lose control over that property? What kind of recreational program do we have? Not everyone can afford a Y membership. We may lose control of maintenance of habitat if we give part of that property to an organization like the Y. We just need to think about it.

Mike
- Mayor, could you comment on ongoing public engagement and how we approach that?

Mayor
- Ultimately down the road when we make our proposal to the City Council, it could be good to quarterly have a public hearing session regarding that. I will start thinking about where, when and how we can do a field trip or two.
- We agreed to meet every two weeks. Let me know if you cannot attend.
- Also, the YMCA would like to do a presentation at our next meeting.
- After that we may hear from someone who has some ideas of a Golf Course, amphitheater and so forth
- I think these meetings have been excellent. Thank you.
- Motion to Adjournment: Proposed, seconded, all in favor. 5:42PM

Comment from Observer:
- Keshwausketoe has a book that talks about the process they went through.

CITY OF LAKE GENEVA FINANCE, LICENSING, AND REGULATION COMMITTEE MINUTES
WEDNESDAY, APRIL 5, 2023 - 4:30 PM
LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)

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

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

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

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

Approval of the March 21, 2023 Finance, Licensing, and Regulation Committee minutes as prepared and distributed
Motion by Hedlund to approve, second by Halverson. No discussion. Motion carried 5-0.

Licenses & Permits

Discussion/Recommendation regarding an application for a Temporary Class "B"/"Class B" Retailer's License filed by St Francis de Sales for the event of Cinco de Mayo, to take place on May 7, 2023 from Noon to 6:00 p.m., located at 148 W Main St
Motion by Yunker to approve, second by Halverson. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding a Temporary Operator License Application filed by Cornelio Cruz to be used at the St. Francis de Sales Cinco de Mayo event to be held on May 7, 2023 from Noon to 6:00 p.m., located at 148 W Main St
Motion by Yunker to approve, second by Hedlund. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding a Tier I Event Permit application filed by the Lake Geneva Public Library and Friends of the Lake Geneva Public Library for the event of Beachside Authorfest to take place on July 8, 2023 from 8:00 a.m. to 6:00 p.m., located in Library Park *(Applicant is requesting waiver of parking fees)*
Motion by Halverson to approve, second by Yunker. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding a Tier II Event Permit Application filed by VISIT Lake Geneva for the event of Concerts in the Park to take place on June 29, July 6, July 13, July 20, July 27, August 3, and August 10, located in Brunk Pavillion and Flat Iron Park *(Applicant is requesting waiver of parking fees)*
Howell explained that the applicant is not requesting a waiver of parking fees. Motion by Hedlund to approve, second by Yunker. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding a Tier I Event Permit application filed by the Lake Geneva Farmers Market at Horticultural Hall to take place every Thursday from May 2023 through October 2023, from 7:00 a.m. to 2:00 p.m. located at 330 Broad St *(Applicant is requesting waiver of parking fees)*
Motion by Halverson to approve, second by Fesenmaier. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding a Tier I Event Permit application filed by the Holy Communion Episcopal Church for the event of Farmers Market to take place every Thursday from May 2023 through October 2023, from 8:00 a.m. to 1:00 p.m. located at 320 Broad St *(Applicant is requesting waiver of parking fees)*
Motion by Howell to approve, second by Fesenmaier. Fesenmaier would like to see a chart to show how many

events have the parking fees waived and how much that is costing the City. She added that a policy needs to be drafted that would outline what groups would get a waiver of fees. Fesenmaier stated that she volunteered to draft a policy with the input of the Chair and the City Administrator. City Administrator Nord explained that most of the groups that request the waiver of fees are not-for-profit groups so the policy couldn't be based solely on that. Motion carried 5-0.

Discussion/Recommendation regarding a Tier I Event Permit application filed by the Downtown Business Improvement District for the event of the Downtown Lake Geneva Annual Wine Walk to take place on May 21, 2023 from Noon to 4:00 p.m., located at various downtown Lake Geneva businesses
Motion by Yunker to approve, second by Fesenmaier. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding Riviera Beach Access Options
Public Works Director Earle explained that this was on the agenda to discuss possible access options to the Riviera Beach. This would be redone to allow for a more accessible way to gain entry. City Engineer Rausch stated that she could get a task order together for the work to be done and estimated cost, for the next meeting.
Motion by Howell to continue, second by Yunker. Fesenmiaer added that the account for which this will be paid out from be identified. Motion carried 5-0.

Discussion/Recommendation regarding removal of abandoned driving range office at Hillmoor property
Motion by Howell to approve, second by Hedlund. Public Works Director Earle stated that there will be a cost to remove it, that would about $3,000 to $4,000. Police Chief Gritzner added that a tour of the abandoned office had recently been vandalized and was a public safety risk.
Motion to amend by Hedlund to pay for the removal from the contingency fund, second by Howell. Motion to amend carried 5-0.
Original motion as amended carried 5-0.

Discussion/Recommendation regarding renewal of the 2023/2024 TAPCO Contract
DPW Director Earle stated that this is an annual contract and the cost increased only five percent.
Motion by Yunker to approve, second by Fesenmaier. Fesenmiaer asked if TAPCO will verify the push buttons and the timers of the flashers. Earle explained that they indeed will. Motion carried 5-0.

Discussion/Recommendation regarding the purchase of a 2023 F-250 4x4 SD Regular Cab 8' box 142" WB SRW XL (F2B) not to exceed $48,820.00 for the Department of Public Works
Motion by Hedlund to approve, second by Halverson. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding the purchase of a 2023 F-250 4x4 SD Super Cab 6.75' box 148" WB SRW XL (X2B) not to exceed $55,155.00 for the Department of Public Works
Motion by Yunker to approve, second by Halverson. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding **Resolution 23-R17** a preliminary resolution declaring intent to exercise Special Assessment Powers for the City of Lake Geneva 2023 Street Improvement Project
Motion by Hedlund to approve, second by Yunker. Fesenmaier stated that she would like to add three locations that have been discussed
Motion to amend by Fesenmaier 111 Wells St, 752/754 Wells St, and Park Drive at ZYUUP00198, second by Halverson. City Engineer Naomi Rausch stated that the other three locations are not a part of the 2023 Street Improvement Project and would require a separate survey. Rausch stated that she could work on the task order for the future work.
Motion to amend failed 1-4, with Howell, Hedlund, Fesenmaier, and Yunker voting no.
Original Motion carried 5-0.

Discussion/Recommendation regarding increasing the Lot B rental rate from $750.00 to $1,300.00 per day, to more accurately reflect the $4.00 per hour weekend pricing
Parking Manager Elder stated that this is a housekeeping item and that this rate was never increased when the hourly rate was raised.
Motion by Yunker to approve, second by Hedlund. Hedlund stated that this increase shouldn't affect the existing bookings. Motion carried 3-2 with Howell and Fesenmaier voting no.

Discussion/Recommendation regarding designating Lot I as a reserved daily parking lot during June, July, and August with the cost adhering to 10 hours or parking at the current hourly rate *(Parking Ad Hoc Committee recommended approval)*
Parking Manager Elder explained that this item came as a recommendation from the Parking Ad Hoc committee. This would allow incoming guests to prebook parking before their stay in the City. He added that lot is used for 10 hours of parking for the resident parking sticker currently, so half could continue with that use and the other half could be used for reserved parking. Elder added this would be on a trial basis and would be addressed when summer has ended.
Motion by Hedlund to approve, second by Yunker. Motion carried 5-0.

Discussion/Recommendation regarding the application of the Knowles Nelson Grant by the Geneva Lake Conservancy for improvements to be made at the Hillmoor Property *(Hillmoor Ad Hoc Committee recommended approval)*
Motion by Hedlund to allow Karen Yancy to speak, second by Halverson. Motion carried 5-0.
Yancy addressed the committee regarding the plan to install walking trails within the Hillmoor property. She added that this could be paid for through a Knowles-Nelson grant, for the first phase. The grant would be a match grant which would require future funding and the application deadline for this grant would be May 1, 2023. Yancy stated that the trails would be built in the floodplains where nothing else could be built. Hedlund expressed concerns with the extent of the trail maps and has concerns with emergency service vehicle access. Fesenmaier noted concern with how quickly this would need to be executed. She would like environmental studies done before the grant is applied for and suggested to wait until 2024.
Motion by Yunker to approve, second by Halverson.
Fesmaier\does not want to apply for the grant until she has had time to review it.
Motion failed on a roll call vote of 2-3, with Howell, Hedlund, and Fesenmaier.

Discussion/Recommendation regarding the Geneva Lake Environmental Agency Chapter 30 ordinance related to Aquatic Invasive Species
Alderperson Fesenmaier stated the purpose of this ordinance is to help abate invasive species in the lake and hold people responsible who do not take those necessary precautions.
Motion by Fesenmaier to approve, second by Halverson. Motion carried 5-0.

Presentation of Accounts

Pre-Paid Bills: $228,062.11
Motion by Hedlund to approve, second by Halverson. No discussion. Motion carried 5-0.

Regular Bills: $251,808.32
Motion by Hedlund to approve, second by Halverson. No discussion. Motion carried 5-0.

Adjournment
Motion by Hedlund to adjourn, second by Halverson. Motion carried 5-0. Meeting adjourned at 5:29 p.m.

CITY OF LAKE GENEVA PERSONNEL COMMITTEE
MONDAY, OCTOBER 3, 2022 - 4:00 PM
LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)

Members: Members: Chairperson Rich Hedlund, John Halverson, Tim Dunn, Ken Howell, and Cindy Yager

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

Roll Call:

Present: Hedlund, Halverson, Dunn, Howell and Yager
Absent: None

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

James Strauss, 1517 Middle Ridge Circle, Lake Geneva stated his support of agenda item #4

Mary Jo Fessenmaier 1085 S. Lake Shore Drive, Lake Geneva stated her support of agenda item #4 and addressed the wording of the agenda item.

Discussion/Recommendation regarding the possible creation of a City Park Manager position and a Cemetery Manager position.

Yager so moved to allow Alderperson Fesenmaier to participate in the discussion of agenda item number four. Seconded by Halverson. Motion carried by unanimous voice vote.

General discussion was held concerning the creation of manager positions for city parks as well as city-owned cemeteries. Public Works Director Tom Earle addressed the committee on this topic, answering various questions and stating his need for additional information from the committee to clarify the intent.

After additional discussion, it was moved by Yager and seconded by Halverson to have staff work on two or three “outlines” as to how these positions might operate within the Public Works Department’s current structure. Possible scenarios will be provided at an upcoming Personnel Committee meeting.

Motion to go into Closed Session pursuant to Wis. State. 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved and pursuant to Sec. 19.85(1)(f) Considering preliminary consideration of specific personnel problems concerning a perceived threat of intimidation or the investigation of charges against specific persons if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations." regarding: A perceived threat of intimidation.

At 4:32 p.m. Hedlund so moved to go into closed session to include all committee members as well as the City Attorney, Mayor, the City Administrator as well as Alderpersons Yunker and Fesenmaier. Seconded by Dunn. Motion carried by unanimous voice vote.

Motion to return to open session pursuant to Wisconsin Statutes 19.85(2) and take action on any items discussed in closed session.

At 4:56 p.m. Hedlund so moved to go back into open session. Seconded by Howell. Motion carried by unanimous voice vote.

Roll Call:
Present: Hedlund, Halverson, Dunn, Howell and Yager
Absent: None

Motion by Howell to have the City Attorney and City Administrator draft a policy for consideration as discussed in closed session as well as have meet with the individual who was the target of the perceived threat of intimidation. Seconded by Halverson. Motion carried by unanimous voice vote.

Adjournment.

At 4:59 Howell so moved to adjourn. Seconded by Halverson. Motion carried by unanimous voice vote.

CITY OF LAKE GENEVA PUBLIC WORKS COMMITTEE MINUTES
MONDAY, FEBRUARY 27, 2023 - 4:00 PM
LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)

Members: Chairperson John Halverson, Mary Jo Fesenmaier, Rich Hedlund, Tim Dunn, and Joan Yunker

Meeting called to order by Chairperson Halverson at 4:00 pm

Roll Call: Chairperson John Halverson, Mary Jo Fesenmaier, Rich Hedlund, Tim Dunn
Absent: Joan Yunker

Comments from the public limited to 5 minutes, limited to items on this agenda
Grace Norainin, 31963 Burlington expressed that she's has concession business and is opposed to the American Legion building being relocated from its current location.

Tom Hartz, 1051 Lake Geneva Blvd., speaking on item number 16, and his support of a handicap stall being placed in front of Simple. He also spoke in opposition of the Library Parking lot and requested 15 stalls be free in front of the Library on Main Street.

Approval of the January 30, 2023 Public Works Committee Meeting Minutes as Prepared and Distributed
Ald. Dunn motioned to approve the January 30, 2023 Public Works Committee meeting minutes, seconded by Ald. Fesenmaier. Motion carried 4-0.

Director of Public Works Report
Dir. Earle shared that his crew has done an outstanding job dealing with downed trees, limbs, and brush from last week's ice storm. The entire department worked 24 hours per day to get trees removed from blocked roads, right of ways and worked with the power company for trees on downed lines.

Kapur Engineering Report
Representative Rauch shared that they've been working on the Center St. culvert. The dam improvement permit was submitted for staff review, and she had a very positive meeting with the DNR. Kapur started working on the Street Program to included parking lots, sidewalks / repairs, and some bike paths. Data will be mapped for a walk-thru for City planning documents.

MSA Report
Representative DeYoung shared that they're getting ready for construction services and noted the Public Information Meetings were rescheduled to March 7th due to the ice storm. Pine Tree & Marianne Terrace work will begin mid-march. Wrigley & Cook St. work will start in April.

Parking Manager Report
Parking Manager, Elder shared monthly update regarding the parking as of the end of business on 2/19 and it was at $160,000 between the kiosk and park mobile app. In comparison, the prior year was at $120,000 in February. Ald. Fesenmaier asked if the Parking Manager share a running list of parking fees waived, the dates/cost of the lot by the Riviera when it's waived due to events and the number of people being transported on City supplied shuttles for events.

Discussion / Recommendation Additional Payment Request by Wolf Paving 2022 Invoice per MSA
MSA representative noted that a portion of invoicing was missed and introduced Jay from Wolf Paving to present the findings. Jay stated that they missed some dense grade aggregate for this year's project, and he realized something was amiss with the stone quantities. Some of the stone was not accounted for by Wolf Paving. The Wolf Paving representative supplied all of the shared stone orders in the packet and asked for the payments to be reimbursed. Jay apologized and stated that he honestly just missed it.

It was mentioned that it was originally the undercuts that were not part of the bid, and the contractor had to go down 3FT which required more stone. Jay is updating stone quantities that were missed.

Ald. Hedlund motioned to approve the payment of the invoice in the amount of $40,521.92, seconded by Ald. Fesenmaier. Motion carried 4-0.

Ald. Halverson motioned to move items 15 & 16 up on the agenda, seconded by Ald. Fesenmaier. Motion carried 4-0.

Discussion / Recommendation Library Parking on the East Side of the Library Building
Library Director, Kornak - 819 W. Main St. spoke on behalf of the Library Board's approval for the city funded parking lot. Patrons requested parking with the current and upcoming construction to take place on Main Street. Ald. Dunn asked how much more funding the county would provide and Kornak stated it's based on usage therefore it's too difficult to project.

Members of the committee asked for deeds to be shared, if parking would be free to library patrons, and it was noted that the canteen would be relocated not demolished if it was approved by council. The Kapur representative stated they're working on pricing and the City Comptroller noted this could come from undesignated city funds allocated to the project. Engineering costs would be appx. $5,000, and Kornak stated a monitoring access and validation system could be installed. Ald. Hedlund asked about costs. Kapur rep. stated she's working on pricing.

Ald. Hedlund motion to proceed sending the engineering estimate to FLR/Council, seconded by Ald. Halverson. Motion carried 4-0.

Discussion / Recommendation Inclusion of a Handicap Stall in Front of Simple
Parking Manager, Elder shared that this request came from a customer that he instructed to contact local alderman regarding the request for a handicap stall in front of Simple Cafe. The City is required to have 20 handicap stalls amongst our parking, and currently has 36 stalls. It was suggested the one stall would be placed on the north-end and be van accessible.

Ald. Halverson motioned to include a handicap stall in front of Simple Cafe, seconded by Ald. Dunn. Motion carried 4-0.

Discussion / Recommendation Special Assessments Wells St [Ald. Fesenmaier]
Kapur representative, Rauch is currently assessing streets and they're including the sidewalks. She is working on putting together the cost per property and square footage which would be sent to the City Clerk who will then coordinate a Public Information Hearing. Rauch would send the itemized report to the City Clerk for exactly what was spent per parcel and then it would be assessed Ald. Fesenmaier stated that Edwards Blvd. sidewalk has a section that ends, has no connection and that she would like to see the sidewalk connect to the bike trail.

Ald. Fesenmaier motioned to direct Kapur to initiate the process for special assessment (the owner of the property is billed) including the side that Kwik Tip is on, off of Wells, and Edwards Blvd. to the west-side connecting to the Townline trail, but not limited to those two areas, seconded by Ald. Halverson. Motion carried 4-0.

Ald. Fesenmaier requested Kapur to come back with a list, and Director Earle also mentioned that Kapur can speak with the City Clerk before the next PWC to share an estimated timeline.

<u>Discussion / Recommendation Multi-use Path by the YMCA</u>
Ald. Fesenmaier motioned to send anything related to the repair or an alternate option for the YMCA path to be referred to the Park Board, seconded by Ald. Halverson. Motion carried 4-0. To clarify, Director Earle noted that once the Park Board approves it would go to FLR & Council, and any engineering /development would come back to PWC for approval.

<u>Discussion / Recommendation Beach Access at the Riviera</u>
Discussion ensued regarding the parking spaces and options to enhance the space for wheelchairs and strollers.
Ald. Fesenmaier motioned to continue to next month with options on how to expand the accessibility of the area, seconded by Ald. Halverson. Motion carried 4-0.

<u>Discussion / Recommendation Purchase of Two - Five Yard Plow Trucks</u>
Dir. Earle stated pricing has increased significantly after speaking with the proprietary vendor and they're looking at 2.5 to 4 years out for the delivery of trucks.

Ald. Hedlund motioned to order the two five-yard plow trucks now to take delivery in a year or two, seconded by Ald. Halverson. Motion carried 4-0. This item will need to go to FLR/Council for final approval.

<u>Discussion / Recommendation Purchase of Leaf Vac for the Department of Public Works</u>
Dir. Earle shared that the leaf vac is in the equipment replacement fund for this year, and there's $96,000 in the account budget for this machine. DPW has obtained three bids, the lowest is Dinkmar at $91,190, plus $1,400 for delivery (appx. 400 miles), and the other two bids are in the packet. Dir. Earle's recommendation is to approve the Dinkmar bid and move forward with the order.

Ald. Hedlund motioned to approve the purchase of the Dinkmar as requested, seconded by Ald. Halverson. Motion carried 4-0.

<u>Future Agenda Items</u>

- WisDOT Response Decrease from 10FT to 8FT Path & Turn Lane Headed East
- Beach Access at the Riviera w/Options
- Future Signalization of Four Intersections: *Townline Rd.* / *Edwards Blvd., Center St.* / *Interchange N*, *Grant St. / Williams St., George St./ Gardner St. / Williams St.*

<u>Adjournment</u>
Ald. Hedlund motioned to adjourn at 5:30 pm, seconded by Ald. Halverson. Motion carried 4-0.

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.

Lake Geneva Utility Commission Minutes
Lake Geneva Utility Commission Meeting
Monday April 17, 2023, 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, Howell, Hedlund, Nord & Binn. Klein arrived at 4:05pm.

Excused: Stanczak

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.

Approve Utility Commission Minutes from March 20, 2023, as prepared and distributed
Binn/Nord motion to approve. Passed 5-0.

Acknowledgement of Correspondence
None

Approval of March 2023 Financials
Hedlund/Binn motion to approve. Passed 5-0.

Approval of March 2023 Bills
Hedlund/Binn motion to approve. Passed 5-0.

Directors Report
Gajewski reviewed the submitted Director's report and gave an update on the Marianne Terrace/Pine Tree Lane water main project. He also reported that the PSC report has been drafted by Wipfli and he is looking over that. Discussion was had regarding the WisDOT Highway 50 project and the timing of the work.
Mayor Klein arrived.
Binn/Nord motion to approve. Passed 6-0.

Discussion/Action on Payment Request #1 for the Pine Tree Lane & Marianne Terrace Improvement Project prepared by Asphalt Contractors Inc.
Gajewski gave an explanation of the pay request and how the cost of the work has been pro-rated between the Utility and Public Works. As it is a joint project, payment requests will also go to FLR and City Council for their approval.
Hedlund/Nord motion to approve the payment. Passed 6-0.

Discussion/Action on Main St./Hwy 50 water main and sanitary sewer evaluations
Gajewski explained that the main focus was to determine if a size specific improvement needed to be made in this area ahead of the WisDOT project and what that would mean for the longevity of the system and future growth. Engineers looked at the area between the water treatment plant and Warren St. The outcome of the impact fee study and the possible relocation of the Dodge St booster station could both have an impact on this project as well. Gajewski talked about the structure of the

system and how it connects in different areas. There are sections of the gravity sewer system that could be extended west and they are varying depths with the deepest being 28 feet. To dig down that far would require a full road closure. There is another area at Wells/Main that may need upsizing at some point as well. If WisDOT do put their project out to bid in 2026 then the Utility would need to submit their completed project plans to WisDOT by the end of 2024 with construction in 2025. Discussion followed. Ultimately the Commission need to decide if they want to proceed with an analysis of the collection system in this area so that we have a solid understanding of our system and what updates need to be made for future growth and performance. Doing this work before the WisDOT highway project is the ideal time and the chances of having another opportunity like this are very unlikely. Discussion was had on the Hillmoor property and whether plans for the development of that land would affect this project. Gajewski said that keeping the Utility informed as plans for Hillmoor are developed is the best way to ensure appropriate sequencing of construction projects.
Howell/Binn motion to proceed with the proposed Utility improvements on STH 50. Passed 6-0.

Update on proposed repaving project of CTH H from Interchange North to George St. by the Walworth County Highway Department
Gajewski and DPW Earle had a conversation with the Walworth County Highway Department and discussed the sequence of the Highway 50 project and potential detour routes, condition of the roads and their timeline. Gajewski informed them of the potential of desired Utility improvements in their project area as well. He detailed what these are for the Commission. Ultimately the outcome of the conversation was that 2026 is the best year for this project. Utility work would take about six weeks and then the Highway Department would come in after us to do their road project which should be completed by July 2026.
No action taken – update only.

Lyon/Binn motion to go into closed session pursuant to Wis. Stat. 19.85 (1)(e) deliberating or negotiating the purchasing of public property, investing in public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

The Commission convened into closed session at 4:37pm on a roll call vote.

Nord/Binn motion to return to open session pursuant to Wis. Stat. 19.85 (2) and take action on any items discussed in closed session.

The Commission returned to open session at 4:55pm on a roll call vote.

Nord/Howell motion to direct staff to proceed as discussed in closed session. Passed 6-0.

Adjourn
Hedlund/Howell motion to adjourn at 4:57pm Passed 6-0.

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

TREE BOARD MEETING

January 24, 2023: 4:00 pm

1. **Call meeting to order 4:00 pm**
2. **Roll Call- MEMBERS PRESENT:**

   Charlene Klein Mayor

   Candy Kirchberg Chairwoman

   Cindy Yager City Council member

   Sonya Daly

   Susan Cardiff

   Jon Foster City Forester

   Morgan Sheppard Assistant to the arborist

Visitors from the public: Dennis Hines, Dennis Loeser, Mary Jo Fesenmaier

Comments from the public:

3. Dennis Loeser talked about spraying fungicide on all the evergreen trees to save them, there was little discussion.

4. **Minutes from November 1st, 2022 approved** after being amended: Dennis Loeser was incorrectly written down as Dennis Hines.

5. **Lake Geneva Museum Christmas Parade of Trees Review:** Chairwoman Kirchberg talked about the success of the Tree Board's presentation and the success and future expectations of next year's tree. The artificial tree is stored in the upstairs of DPW.

6. **Published Article on Central Denison Tree Planting Project:** Short discussion from Candy and Sonya about the success of the Denison tree seed project, and the possible continued yearly involvement with the school. An article was printed in the Regional News about the event.

7. **Arborist Report:** Discussion was held on plans for the upcoming tree plantings that will be done this year, working on a forestry plan, and being able to work on the Hillmoor property once there is a plan in place. No action was taken.

8. **Hillmoor:** Briefly discussed under the previous item.

9. **2023 Budget** no discussion

10. Next Meeting. March 7th 2023 4:00 PM

11. Adjourned 5:00 PM

CITY OF LAKE GENEVA PLAN COMMISSION MINUTES
MONDAY, JANUARY 16, 2023 - 6:00 PM
COUNCIL CHAMBERS, CITY HALL

Members: Members: Mayor Charlene Klein, Alderperson Mary Jo Fesenmaier, John Gibbs, Joel Hoiland, Cindy Forster Fueredi, James Marquardt, and Kyle Cary

Meeting called to order by Mayor Klein
Commissioner Cary chaired the meeting and called the meeting to order at 6:00 p.m.

Roll Call
Present: Klein, Fesenmaier, Hoiland, Marquardt, Cary
Absent: Gibbs and Feuredi

Approve Minutes of the December 19, 2022 Plan Commission meeting as distributed
Motion by Hoiland to approve the minutes, second by Cary. Fesenmaier noted that there were some discrepancies on the votes taken due to the absence of Commissioner Feuredi.
Motion by Hoiland to approve with corrections, second by Marquardt. No discussion. Motion carried 5-0

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 five (5) minutes
Alexis Rinella; 997 S Lake Shore Drive; Spoke in opposition of the proposed Planned Development located at 999 S Lake Shore Drive
Patricia Solheim; 636 Sue Ann Drive; Spoke in opposition of the proposed Planned Development located at 999 S Lake Shore Drive
Sharon Meister- Jolly; 1028 Lake Shore Drive; Spoke in opposition of the proposed Planned Development located at 999 S Lake Shore Drive
Jim Strauss; N1517Meadow Ridge Circle; Spoke in opposition of the proposed Planned Development located at 999 S Lake Shore Drive

Acknowledgment of Correspondence
Clerk Kropf noted that there were two items of correspondence received. One was received of Chad Pollard speaking in opposition of the proposed changes to Zoning Code Chapter 98. The other was received of Constatine Trambas speaking in opposition of the proposed GDP and PIP for 1120 S Lake Shore Drive; Both items were distributed to the members of the Plan Commission.

Review the request of the application to initiate a Planned Development received by John Engerman for the property located at 999 S. Lake Shore Dr. to develop and construct 3 single family homes Tax Key No. ZA206600002
John Engerman addressed the commission regarding the proposed planned development. He explained the scope of the project and addressed some of the concerns that were brought up during the public comment period. He stated that he has no plans to remove any of the mature trees and that this will not be used as a short-term rental property. Zoning Administrator Walling stated that this is a four-step process and this is step two, which is the conceptual plan review of the Plan Commission. if they agree with the Plan, then it would move to a public hearing and a final precise implementation would be considered.
Engerman offered to meet with the neighbors to talk about the density of the Plan.
No action was taken.

Public Hearing and Recommendation for a Precise Implementation Plan for Fairwyn SB, Inc. to allow for the acceptance of the Phase 7 of Symphony Bay in the Planned Development (PD) zoning district, Tax Key No. ZSB00335 ***(Continued from December 19, 2022 Plan Commission)***
Rick Zirk, on behalf of Symphony Bay, addressed the Plan Commission regarding the PIP for Symphony Bay Phase 7. He noted that the plan is consistent with all of the requirements of the Zoning code and that the City

Engineer confirmed that it is.
City Engineer Naomi Rausch addressed the Commission regarding the plan. Brian Pollard stated that he had attempted to meet with the adjoining church regarding the stormwater plan and had little luck.
Bill Henry, Kehoe-Henry & Associates; Addressed the Plan Commission and is in agreement with the plan as presented. He added that any issues that arise during phase 6 or 7 will be addressed with the church during construction.
Paul Vankelum, Cardinal Engineering; He noted that he completed the stormwater plan for the church back in 2017-2018. He felt that the pond was sufficient to handle any run off that might occur.
Motion by Hoiland to close the public hearing, second by Cary. Motion carried 5-0.
Motion by Hoiland to approve, second by Marquardt. Motion carried 5-0.

<u>Public Hearing and Recommendation for a Conditional Use Permit for CMA Arron Stranton, 4015 80th St, Kenosha WI, to allow the construction of 2 new Commercial Office Buildings in the Business Park located at 800 – 820 Geneva Pkwy. Located in the Planned Business Park (PBP) zoning district, Tax Key Nos. ZUN00007A & ZUN00007B</u>
Aaron Stranton, Construction Management Associates (CMA); Introduced proposal. There are several parcels on the property that have not been completed, and the property owner would like to complete them. They would like to re-permit to move forward in spring with two new Commercial Office Buildings in the Planned Business Park (PBP).
City Engineer, Naomi Rausch, addressed the Commission regarding a Memo dated 12/29/22; Recommending approval for a Conditional Use Permit (CUP); Subject to Conditions;
1. Soil erosion and sediment control measures shall be installed prior to upland disturbance and remain in place until final stabilization is achieved. The applicant is responsible for installing and maintaining erosion control measures as shown on the construction plans. Sediment shall not be allowed to enter either the existing storm sewer along Geneva Parkway or the adjacent detention facility (Fermano Pond).
2. Sediment and/or construction debris shall not be tracked onto Geneva Parkway. Should tracking occur, the applicant is responsible for removal of debris.
3. Utility easements shall be provided so that the separate parcels have maintenance access to the existing water and sewer mains from their private laterals to the connection at Geneva Parkway. Please provide a draft of the easement documents for City Staff review and approval.
Zoning Administrator Walling stated that the fire department had identified a T-turnaround in the back of the building and had added to their plans. The fire department has accepted their submittal.
Aaron Stranton, Construction Management Associates (CMA); Agrees to comply with all conditions. This will be used for standard office space. Alderperson Fesenmaier; Requests that the street be swept every day for removal of the debris.
Motion by Hoiland to close the public hearing, second by Cary. Motion carried 5-0.
Motion by Hoiland to approve, second by Fesenmaier. Motion carried 5-0.

<u>Public Hearing and Recommendation for a Conditional Use Permit for John Law, 1017 Geneva St. Apt. #2 Lake Geneva, to allow for the request to convert commercial space to a residential Commercial Apartment land use in the Central Business (CB) zoning district located at 101 Broad St., Tax Key Nos. ZCNG00001 thru ZCNG00041</u>
John Law; 1017 Geneva Street #2; John & Tina Law own 101 Broad St #205 historically and has been used as a real estate office. John had a concern about his packet submittal not being included in this meetings packet.
Zoning Administrator Walling stated his assistant had submitted her letter to retire on January 3rd and during this transition, John's submittal land use items were left out in error.
John Law; Makes reference to the Staff Report, his proposal is harmonious and does not create any issues for the community. He has found in recent years, second floor office space has become less in demand. The Geneva Towers Board approved his request and needs the city's approval to move forward. He plans on converting the space into a 1 bedroom apartment and it will meet state standards. They have submitted plans to install an individual sprinkler system.
Zoning Administrator Walling addresses the one concern the fire department had about this project. The Towers building does not have a sprinkler system. With the land use/code changes over the years, per the fire department, we recommend and reflect their concerns, that this is conditionally approved upon state approved sprinkler plans.
Zoning Administrator Walling states the building & entry doors are firewall protected.
John Law; The Geneva Towers permits short-term rentals and he does not plan on making this unit a short-term rental. He and his wife are going to move into the unit.

Alderperson Fesenmaier questioned if the conditional use permit would stay with the property or would be limited to the current owner.
City Attorney Draper, states there isn't any need to make it a limited conditional use.
Motion by Hoiland to close the public hearing, second by Fesenmaier Motion carried 5-0.
Motion by Hoiland to approve the conditional use with the provision that all sprinkler systems and fire codes are approved by the State of Wisconsin, second by Fesenmaier. Motion carried 5-0.

<u>Public Hearing and Recommendation for a Precise Implementation Plan (PIP) to allow for Phase 2 development of the Golden Years Planned Development (PD) located at 611 Harmony Dr., Tax Key No. ZA475600001</u>
Nathan Pamprein, Groth Design Group; 600 W Virginia Street, Milwaukee WI; Representing the owners. Phase 2 would add 24 skilled nursing beds to the existing facility. Additions to be in 2 locations on the building. Phase 2 will mimic the look & materials of Phase 1. They had met last week with City Engineer, Naomi Rausch & Zoning Administrator Walling about the staffing plans.
Naomi Rausch, City Engineer, addressed the Commission regarding a meeting with Groth Design Group & Zoning Administrator Walling. Discussions about construction plans, based on clarification that needs to happen with the Stormwater Management Report. Discussed and provided information on the stormwater management plan shall be updated to include all Phase 1 and Phase 2 improvements, cleanup, landscaping, an outstanding easement , and ADA accessibility. As outlined in the packet; memo dated 12/28/22. It will be subject to approval by conditions of the staff report.
Motion by Hoiland to close the public hearing, second by Cary. Motion carried 5-0.
Motion by Hoiland to approve, second by Mayor Klein. Motion carried 5-0.

<u>Public Hearing and Recommendation for a General Development Plan (GDP) & Precise Implementation Plan (PIP), applicant Lakeside Living LLC., to allow for the construction of 4 duplex units on each of the 2 tax parcels in the Planned Development (PD) zoning district located at 1120 S. Lake Shore Dr. Units 1 – 4 & Tiffany Dr., Tax Key Nos. ZCNS00028 – ZCNS00031 & ZCNS00001 – ZCNS00004</u>
Agenda item was removed and will be considered at a later date.

<u>Presentation by Jackie Mich, Vandewalle & Associates, on proposed zoning ordinance amendments to establish enhanced building and site design standards for new nonresidential and multi-family development (Gateway Ordinance)</u>
Jackie Mich, City Planner; presenting an overview of proposed zoning ordinance amendments to establish enhanced building and site design standards for new nonresidential and multi-family development (Gateway Ordinance), as outlined in the packet.
Fesenmaier inquired whether EV charging stations are being incorporated, and in reference to the diversity of native plants and if we could tie any of the standards to the DNR list of specific native plants, rather than requiring plantings. Jackie Mich, City Planner, stated both items would be outside the scope of the update and separate from the design standard. Both items could be scheduled for future agendas.
Hoiland asks about existing properties that have been sold and demolished. Jackie Mich, City Planner, stated new complete redevelopment would be required to comply with the new standard.

<u>Public Hearing and Recommendation on proposed amendments to Chapter 98: Zoning that would establish enhanced building and site design standards for new nonresidential and multi-family development (Gateway Ordinance), specifically to amend Section 98-110 (Entry Corridor Design Overlay Zoning District), Section 98-111 (Community Gateway Design Overlay Zoning District), Section 98-707 (Exterior Lighting Standards), Section 98-718 (Exterior Construction Material Standards), and Section 98-720 (Fencing Standards)</u>
Tom Reed; Interstate Insurance Group, 100 E Main Street; Spoke in opposition of the proposed Gateway Ordinance.
Frank Guske; W3470 Royal Glen Court - Lake Geneva Lanes,192 E Main Street; Spoke in opposition of the proposed Gateway Ordinance.
Tom Gardner, representing Evergreen BP & owner Dave Schwartz, 300 Peller Road; Spoke in opposition of the proposed Gateway Ordinance.
Jason Gill; Lake Geneva Plaza, 190 E Main Street; Spoke in opposition of the proposed Gateway Ordinance.
Stephanie Klett; Visit Lake Geneva, 527 Center Street; Spoke in opposition of the proposed Gateway Ordinance.
Mike Seick; 923 Williams Street & 500 Broad Street; Spoke in opposition of the proposed Gateway Ordinance.
Spyro Condos; 100 Broad Street; Spoke in opposition of the proposed Gateway Ordinance.

Sharon Jolly; 1028 S Lake Shore Drive; Spoke in opposition of the proposed Gateway Ordinance.
Bill Henry; Keho-Henry & Associates; Spoke in opposition of the proposed Gateway Ordinance.
Troy Migut; 1152/1148/1149 Elkhorn Road; & 1148/1151 Grant Street; Spoke in opposition of the proposed Gateway Ordinance.
Rajesh Sachdeva; Geneva Liquors, 797 S Wells Street & 105 Townline Road; Spoke in opposition of the proposed Gateway Ordinance.
Chad Pollard with Clair Law, 617 E Walworth Ave, Delevan WI. Representing Guske Family - Lake Geneva Lanes; Spoke in opposition of the proposed Gateway Ordinance.
Motion by Hoiland to close the public hearing, second by Cary. Motion carried 5-0.
Hoiland moves to continue this proposal for further consideration, collaboration & communication with the public, second by Mayor Klein. Motion carried 5-0.

Public Hearing and Recommendation on proposed amendments to Chapter 98: Zoning that would update the list of zoning district abbreviations in Tables (1) through (9) in Section 98-203 and correct a cross-reference in Section 98-905(5)(d)
Jackie Mich, City Planner, presenting a brief overview on proposed amendments to Chapter 98: Zoning, as outlined in the packet.
Motion by Hoiland to close the public hearing, second by Mayor Klein. Motion carried 5-0.
Motion by Cary to approve, second by Mayor Klein. Motion carried 5-0.

Discussion regarding monthly staff report: building permits for new single family homes (83 new homes in 2022), short-term rentals & Commercial Indoor Lodging property list
Motion by Fesenmaier to suspend the rules to allow public comments, second by Cary. Motion carried 5-0
Sherri Ames; 603 Center Street; Spoke in opposition to short-term rentals.
Sharon Jolly; 1028 S Lake Shore Drive; Spoke in opposition to short-term rentals.
No action taken.

Adjournment
Motion by Hoiland to adjourn, second by Cary. Motion carried 5-0. Meeting adjourned at 9:01 p.m.

CITY OF LAKE GENEVA PLAN COMMISSION MINUTES
MONDAY, MARCH 20, 2023 - 6:00 PM
COUNCIL CHAMBERS, CITY HALL

Members: Mayor Klein, Alderperson Fesenmaier, Commissioners: John Gibbs, Joel Hoiland, Cindy Forster Fueredi, James Marquardt, and Kyle Cary

Meeting called to order by Charlene Klein.
Commissioner Cary chaired the meeting and called the meeting to order at 6:00 p.m.

Roll Call.
Present: Klein, Fesenmaier, Hoiland, Cary, and Gibbs
Absent: Marquardt and Fueredi

Approve Minutes of the January 16, 2023 Plan Commission meeting as distributed.
Motion by Hoiland to approve the minutes, second by Cary. No discussion. Motion carried 5-0

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 five (5) minutes.
Tony Rinella - 997 S Lake Shore Dr: Requested tabling agenda item #8 for concerns about drainage problems and a request for time to review the ultimate plans. Rinella states the previous proposal was not in alignment with the Comprehensive Plan or in compliance with Section 98-205(9) of the Lake Geneva Municipal Code.
Alexis Rinella - 997 S Lake Shore Dr: Requested tabling agenda item #8, referencing Section 66-362, for a city engineer to review. Also requested City Arborist to visit the location because of concerns about tree destruction and drainage problems.
John Dreffin - 1070 S Lake Shore Dr #92-A: Spoke on behalf of the 62 unit owners in Vista Del Lago, in opposition to any multi-family dwellings proposed on agenda item #8. Requesting having only a single family home.
Jerry Orf - 1006 S Lake Shore Dr: Spoke about drainage concerns on agenda item #8.
Patricia Solheim - 636 Sue Ann Dr: Stated concerns about drainage and flooding on agenda item #8.
Tom Reed,Interstate Insurance Group, - 100 W Main St: Spoke in opposition to items 4-7 on agenda item #12.
Frank Guske, Lake Geneva Lane, - 192 E Main St: Spoke in opposition to agenda item #12, items 4-7.
Bill Henry - N2165 Wilderland Dr: Requesting preliminary drawings be made available to better assess the impact of the HWY 50 project and any proposed ordinance changes along that corridor. Agenda Item #12.
Spryo Condos, 1760 Hillcrest Dr & 100 Broad St: Spoke on behalf of the Business Improvement District, in opposition to items 4-7 on agenda item #12. Request to remove 4-7, make an amendment to the ordinance and remove them from the ordinance.
Stephanie Klett, Visit Lake Geneva - 527 Center St: Requests we hold an open meeting on agenda item #12, before any direction is given to staff for next steps. Also, they offered to host the meeting to bring together Visit Lake Geneva & The Business Improvement District members.

Acknowledgment of Correspondence.
Cary noted there were eighteen items of correspondence received from eighteen homeowners within Vista Del Lago homeowners association in opposition to the proposed new build on 999 S Lake Shore Dr. and we received continued correspondence from Claire, Thompson & Pollard in opposition to proposed changes to Zoning Code 98.

Downtown Design Review:

Application by MC Property Management INC; 123 Center Street, for a request to change the exterior colors of the building in the Central Business (CB) Downtown Design Overlay Zoning District, Tax Key Nos. ZMIL00001 - 00034
Representatives from Mill Creek Hotel presented their color choices for the exterior of their building from the historical color swatch. Administrator Walling confirmed their color choice, Whiffle Blue, is an approved Plan

Commission color.

Motion by Hoiland to approve, second by Gibbs Motion carried 5-0.

Application by Denise and Jeff Podhajsky; W303510577 Phantom Woods Road, Mukwonago WI for a request to change the exterior awnings of the building located at 264 Center Street, in the Central Business (CB) Downtown Design Overlay Zoning District, Tax Key No. ZOP00259
Denise & Jeff, business owners of 262 & 264 Center St. presented/disscussed their submission for changing the exterior awnings.

Motion by Klein to approve, second by Cary. Motion carried 5-0

Review and Recommendation for a proposed land division condominium conversion request submitted by Younquist-Nading LLC; 255 Havenwood Drive, to create a 2-unit condominium building as identified in the documents generated by Farris, Hansen & Associates dated 12/14/2022 Job No. 10807 for Tax Key No. ZOP00002E
Dale Thrope, Esq. spoke on behalf of Dr. Youngquist proposed land division @ 255 Havenwood Dr. Fesenmaier asked about how the storm water runoff is managed. Dr. Youngquist addresses the question. The property is well sloped and drained and there are no current water issues.

Motion by Hoiland to approve, second by Fesenmaier. Motion carried 5-0.

Review and Recommendation for a proposed land division creating a Certified Survey Map (CSM) request submitted by John Engerman d.b.a. Woodley Assets; W3411 Linton Road. Lake Geneva, to create 2 buildable single family lots, as identified in the documents generated by Paul H. Van Henkelum, dated 03/02/2023 Job No. 22460 for Tax Key No. ZA206600002
John Engerman addressed the commission regarding the proposed planned development. The revised proposal is now for creating two totally conforming SR-4 lots.No multi-family homes, there will be two single family residences. Jackie Mich, City Planner, verified this is correct and permitted. Hoiland asked Administrator Walling how many SR-4's had been broken up into 2 or 3 lots. Walling provided an example of a property on Dodge St. that was broken into 7 lots and was zoned SR-4. This project does not have to come back to the Plan Commission. Fesenmaier asked for confirmation if it was a single family house, that there would not be a need to go to the Plan Commission. Jackie Mich, City Planner, confirmed no Plan Commission would be required. Fesenmaier states concerns pertaining to Chapter 66.362 and the location of the water shed. Fesenmaier would like to continue this item. Administrator Walling confirmed these items are in the staff report. Gibbs, asked John if anyone took him up on his offer to meet with him. They did meet. John confirmed this would be a spec home and no short-term rentals.

Motion by Gibbs to approve, second by Cary. Motion carried 3-2.

Review and Recommendation for a proposed land CSM request submitted by Avalon Property LLC; 875 Geneva Parkway, to create 1 single commercial lot by combining 4 tax parcels, as identified in the documents generated by Farris, Hansen & Associates dated, 11/17/2022 for Tax Key Nos. ZLGBP00010A; ZYUP00157; ZYUP00158; & NLY3100002
Peter Jergan - N2629 Sunset Blvd: Peter is the agent for Avalon Properties. He presented the proposal. Sonja, confirming this is a land division request. Reconfiguration of parcels and achieving what we would like to see on that land, 4 parcels combined into one 5 acre parcel. At the southern end of the parcel is being platted for an outlet. The staff report recommended approval.Peter confirmed that an addition would be made in the future.

Motion by Hoiland to approve, second by Gibbs. Motion carried 5-0.

Public Hearing and Recommendation for a Zoning Map Amendment submitted by Avalon Property LLC; 875 Geneva Parkway, to allow for the zoning designation of Planned Business Park (PBP) from the current Planned Business (PB) zoning classification Tax Key Nos. ZYUP00157; ZYUP00158; & NLY3100002
Peter Jergan - N2629 Sunset Blvd: Peter is the agent for Avalon Properties. Peter presented their request for a zoning change.
Staff recommendation for approval.

Motion by Cary to close the public hearing, second by Gibbs. Motion carried 5-0
Motion by Hoiland to approve, second by Gibbs. Motion carried 5-0.

Public Hearing and Recommendation for a Conditional Use Permit to allow for a Husbandry land use (goat grazing) in the Rural Holding (RH) zoning district at the Hillmoor property located at 333 E. Main Street; Tax Key No. ZYUP00131
Jackie Mich, City Planner; presenting an overview of the proposed Conditional Use request. Recommendation for approval.

Motion by Klein to close the public hearing, second by Cary. Motion carried 5-0.
Discussion follows between the Commission and City Planner regarding location in the property.
Motion by Hoiland to approve to include the entire property of 333 E Main St, including the affirmative set of findings and additional conditions of approval recommended by staff, second by Gibbs. Motion carried 5-0.

Discussion and direction to staff on next steps for enhanced building and site design standards
Mayor Klein noted that she would like the commissioners to come together in a workshop type setting to discuss the design standards that have been adapted from the previously proposed gateway ordinance.
City Planner Mich stated that she would like the Commission to identify which items from the previously proposed ordinance to explore further. She added that items 4-7 of the proposed gateway ordinance were the most problematic for the public. A suggestion was made that those standards only be applied to a new development and leave the existing as is. Mich encouraged the commission to identify how the workshop should be structured and what the end goal is.
Administrator Walling noted the budget for this item has been exhausted and voiced concern over the ability to fund the review of comprehensive plan amendments. Gibbs stated that he is not in favor of the proposed gateway ordinance as relates to existing businesses, but that the standards could be applied to any new construction.
General discussion regarding the possible creation/implementation of a gateway design standard continued.

The Plan Commission recommended that the City Planner review sections one through three of the previously proposed gateway ordinance and prepare communication to the possible affected business owners. No action taken.

Adjournment
Motion by Hoiland to adjourn, second by Klein. Motion carried 5-0. Meeting adjourned at 8:07 p.m.

City of Lake Geneva Park Board Minutes for Meeting 3-21-23

Call to order was at 6:30 PM on Tuesday, March 21, 2023 at 6:30 PM by President Cindy Feuredi.

Roll call was taken by Secretary Barbara Philipps. Those present were Cindy Feuredi, Brian Olsen, David Quickel, Barbara Philipps, Peggy Schneider, Peg Esposito, Alderperson Cindy Yager. Mayor Charlene Klein was absent, and Demetra Condos has resigned. Guests included Lois Preusser, Neal Wasco and Mary Jo Fesenmaier.

Comments from the public were limited to items on the agenda. Mary Jo Fessenmaier spoke about new park signs, the YMCA path and possible grants for rehabbing the path for the 8th generation. Peg talked about the large sign bought by the Park Board, the sign provided by the Avian Committee and the sign purchased thru the S.B. Johnson Grant. The minutes from 2-23-23 were requested to be amended by Cindy Feuredi and Peg Esposito seconded. Approved by the Board unanimously.

Neal Wasco reported for Public Works. The outdoor bathrooms will be opened April 1st. There have been a lot of permits submitted and the Department of Public Works is discussing the YMCA.

Cindy reported that the cost of moving the dog park is estimated to be $71,000 and supplying water would be prohibitive. The Dog Park is not going to be moved.

There was discussion regarding the cost of converting the Tennis Court into a Pickleball Court. Cindy said it would cost $42,000 to resurface. It would cost $18,000 to fill the cracks. Peg asked if it would need to be resurfaced again in 8-9 years. Neal stated the Tennis Court needs to be resurfaced not filled. Cindy stated the Pickle Ball people want the Tennis Court to be converted. The Park Board has no funds to resurface and then convert into a Pickleball Court. Peg made a motion and Cindy seconded to resurface the Tennis Court and reline the pickleball Court. The vote was approved unanimously.

There was discussion/recommendation regarding the cost of multi-use path located by the YMCA. A new path would cost $276,463.51. Dave said lighting should also be considered. Brian questioned why this subject was being brought up to the Park Board. Neal stated lighting would be a problem. Property is owned by the YMCA. The YMCA will be sold within the year. Cindy stated the path should be paved. Peg Esposito stated that the path is not safe at night and needs to be revamped. Peg Esposito said the ADA should obtain the Grant. See the enclosed Exhibit E for cost of the multi-use path. Cindy recommended that this matter be continued.

There was discussion and recommendation regarding the ordering of new park signs. There was talk of a 4 Seasons sign and Storybook Trail is applying for a grant. Timberline Sign Company is working with the City on this.

Peg made a statement saying that Walworth County does not care if the Park Board renames the parks. There was discussion and recommendation to rename Willow Park to Flat Iron Park and Elm Park to Library Park as recommended by Mary Sturges. (as noted in Council Minutes of 1894) This was voted on and approved unanimously.

Park rental income was discussed. The Park Board needs a budget. Park Board needs money to fix the park equipment. Cindy stated the Park Board is designed to be visionary. Our vision is to purchase new playground equipment. It is up to the Park Board to figure it out. Cindy made a motion and Brian seconded that the Park Rental income for 2024 go to Park Board and then go to FLR for approval. The motion was approved unanimously. Brian said Park Board needs to do this now and not wait for new Park Manager position to be filled.

Money making ideas for the Parks were discussed. Cindy recommended a "working meeting" to discuss raising money for the parks with income being given to and controlled by the Park Board. Brian talked about using food trucks for events. It was decided that April 19th, 2023 will be the date of the working meeting at 6:PM. The meeting will be held on the second floor of City Hall.

There was discussion of dates for YMCA quarterly reviews: April 18th18, July 18, Sept 19 and Oct 17 of 2023. The next meeting will be April 25, 2023 at 6:30 PM.

Cindy requested the Park Board Meeting be adjourned. Dave Quickel seconded. This was approved unanimously. The park board meeting was adjourned on 3-21-23 at 7:35 PM.

Respectfully submitted by Barbara J. Philipps, Secretary for City of Lake Geneva Park Board on 3-222-23

Lake Geneva Historic Preservation Commission Meeting Minutes

April 11, 2023 7:00 p.m. at Lake Geneva City Hall

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

Present: Ken Etten, Patrick Quinn, Louise Rayppy, Chris Brookes, Emily Hummel and Tim Dunn.
Absent: Grace Hanny and Sonja Akright. Ken Etten, Grace Hanny and Sonja Akright have been reappointed to the Commission.

Review and approval of the minutes from March 14, 2023, Historic Preservation Commission Meeting.

Comments from the public and correspondence. None

Reports on the Geneva Lake Museum upcoming events, including "Tuesdays @ Two" programs, and news from the Maple Park Homeowners' Association, including updates on the regulation of short-term rentals and paid parking in the Maple Park Historic District. The history of the Lake Geneva Youth Camp will be the next "Tuesdays @ Two" on April 18th. The Maple Park Homeowners' Spring meeting will be on April 21, at the Parish Hall of the Methodist Church, at 5:00. No news from Dan Draper concerning short-term rentals and why there was never any citations given out. No paid parking in Maple Park for the time being.

Updates regarding Black Point Estate & Gardens, Horticultural Hall, and Historic Lake Geneva Walking Tours, including Black Point programs at the Lake Geneva Public Library. Black Point will reopen in May for tours. On Mother's Day weekend will be the Remarkable Women of Lake Geneva event. Black Point Movie Monday programs will end in April. Local History series will start in May.

Updates on events at The Riviera, at the 1928 Geneva Theater, or local news items relating to the Lake Geneva Historic Preservation Commission. Geneva Stage at the Theater will have their Opening Night on May 6, at 7:00 P.M. Special Guest—Kashmir: The Led Zeppelin Show.

Review of recent bills and invoices, updates on the current balance in the Lake Geneva Historic Preservation Commission 2023 City Budget. Our current balance is $10,385.00. The invoice from Jim Sherin for repair and/or replacement of six Historic Signs has been approved for $5,500.00 and will appear in the next General Fund on April 19th.

Updates on tributes to honor Jim Davis and Jackie Getzen's contributions to the LGHPC, including scheduling the dedication of the oak tree and plaque at Oak Hill Cemetery in memory of Jim Davis. The dedication for Jim will take place when the weather warms up. Will contact Janet at the Museum about if she has the contact information for his family, so we could contact them and let them decide the date of the dedication.

The paver for Jackie has been installed at the Library. Chris showed us photos of the paver.

Discussion and comments regarding recent building / remodeling projects within National & State Historic Districts. No new information.

Update regarding submittal of Certified Local Government renewal application by February 28, 2023, the creation of a more inclusive Local Historic Landmark Ordinance based upon the Whitewater Local Landmark Ordinance, the Fond du Lac Historic Preservation Ordinance, discussions with City Attorney Dan Draper, and additional information from Jason Tish at Wisconsin Historical Society. Chris and Grace need to meet with Dan Draper in regards to our revised ordinance, and to have this done by June 15th, audit time. Dan Draper working on rearrangement of local Landmark—renumbering the sections. Also need to notify Jason Tish.

Update regarding the status of the repair and/or replacement of six existing historic plaques and signs by Jim Sherin at Timberline Signs, the current adjusted invoice, and review of list on which additional plaques and signs should be repaired and/or replaced next. Jim Sherin completed the work on the six signs, that we requested to be repaired. The invoice has been approved for $5,500.00 and sent to the City for payment.

Discussion regarding status of the Three Graces statue in Flat Iron Park, the relocation to the Geneva Lake Museum, and the future plans for repair and/or replacement of the Three Graces statue. No new information.

Review of recent Historic Plaque Program applications, the cost of plaques from Timberline Signs at $258.48 each (including sales tax), application forms, and ongoing updating the list of past plaque recipients. No new information.

Updates on the status of the I-phone app and Android app of A Historic Lake Geneva Walking Tour, including reactivation of I-phone app, and discussion on how to better promote the apps, including presentations to the Lake Geneva City Council. Also, any new information regarding required update renewal of I-phone app. No new information.

Discussion regarding new projects for the LGHPC, including future "Tales of Lake Geneva" programs, updates to our website www.historyoflakegeneva.org ,and discussion on any other potential future LGHPC projects that we might want to consider. The "Tales of Lake Geneva" will take place on June 13th at the Geneva Lake Museum at 6:00 p.m. Since our regular LGHPC meeting for June will occur on the same night we voted to have it later that evening at 7:30 p.m. at City Hall.

Update regarding the Lake Geneva Historic Railroad Site, including information from the Park Board regarding the park bench and plaque in memory of Ed Yaeger. The bench has been finished, waiting for plaque, then it will be installed at the Railroad Site.

Report 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. Chris suggested a Flyer should be made about "Tales of Lake Geneva" so she can give it to Stephanie Klett to help promote historic preservation. Museum already working on a flyer.

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. WAHPC Spring Conference – April 21-22 in Marshfield.
Meeting adjourned at 7:35 P.M.

Respectfully submitted, Louise M. Rayppy

CITY OF LAKE GENEVA

AVIAN COMMITTEE

DRAFT MEETING MINUTES MARCH 14, 2023

LAKE GENEVA CITY HALL ROOM 2A (UPPER LEVEL)

CALL TO ORDER The meeting was called to order at 6:01 by Sarah McConnell.

ROLL CALL Present: McConnell, Rodriguez, Zimmerman, Gallo, Alderperson Yager, Leonard (arrived at 6:06A),

Absent – Excused: Happ

Also present Alderperson Fesenmaier

MINUTES of the February 14, 2023 meeting

Motion by O'Connell, seconded by Zimmerman. No discussion. Motion approved

COMMENTS FROM THE PUBLIC None

UPDATE FINANCIAL REVIEW 2022 – the report was reviewed

LEARNING TO SOAR

Zimmerman gave an update on the progress with the students, the Bird Game scheduled for 3/21

GLC BIRD WALK tabled to next meeting

GLAS DARK SKIES – the representative from GLAS has not responded to our invitation to collaborate

GRANTS UPDATES

Yager reported that the SE Johnson application (with a few tweaks from committee) is ready to submit. These funds will be used to purchase now signage for the Storybook Trail as well as a new sign for the entrance to Four Seasons Nature Preserve where the Storybook Trail is located.

After discussion, it was decided to apply for a Gage Marine grant for the Bird Watching Kits for the area hotels. This would allow us to submit one application rather than 2 separate to 2 different funders. Rodriguez will develop, and share with committee prior to the 3/31 deadline.

Rodriguez also reported on the Rotary Club's possible interest in an environmental project that might possibly be something at Four Seasons.

SWIFT NIGHT OUT McConnell reported that the Schlitz Audobon program is set, the Museum is booked and she has reached out to the food vendors. The date is September 7, 2023.

PURPLE MARTIN UPDATE – Leonard and Gallo will have the houses ready by mid April. New Volunteers are being solicited.

CALENDAR REVIEW – Zimmerman and McConnell are attending the Bird City Conference on March 24,25 to present our collaborative efforts to support our bird habitats.

Rodriguez discussed with Tree Board Chair some upcoming projects and a possible social event with the Tree Board, Park Board and Avian Committee.

The Fontana Garden Club asked us to present a program for them.

NEXT MEETING April 11 6:00 pm

FUTURE AGENDA ITEMS

Same Items as the 3/14 Agenda

Jill Rodriguez

TOURISM COMMISSION MINUTES
Monday, March 13, 2023
COUNCIL CHAMBERS, CITY HALL

Meeting was called to order by Vice Chair Pirzada at 4:05 p.m.

Roll Call
Present: Vice Chair Zakia Pirzada, Alderman Fesenmaier, Alderman Hedlund, Kevin Singh
Absent: Chair Brian Waspi, Linda Moritz, Stephanie Klett. Mayor Klein

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

Approval of Tourism Commission minutes from February 13, 2023.
Motion by Hedlund, second by Singh, to approve the minutes from February 13, 2023. Unanimously carried.

Heather Jones, Independent Contractor for Tourism Commission, Meet at the Lake Promotional Activity
Jones presented the data from her March 2023 report. She is working with the city administrator to revise the date of the Meeting Planner Open House due to the Wrigley Drive construction. She will submit a revised grant with the new dates to be approved. Jones was asked to include in next month's Sales Update a new line for Donations as far back as 2018, if possible.

Update from Tourism Entity – Visit Lake Geneva
Deanna Goodwin was absent. Written report was included in the packet.

Update from Lake Geneva Business Improvement District (BID) – Alexandria Binanti
Alex, Executive Director for the Business Improvement District, explained the detailed information in the packet including the BID's new logos, photos, and website: www.downtownlakegeneva.org . There is a new dining page along with a separate lodging page on the website. They have a new newsletter sent to 78% of the BID businesses with a 57% open rate. The Wine Walk in May 2023 will be heavily marketing overnight stays and will include a brochure that works as passport to participating businesses. Alex created a whole new marketing report along with a chart detailing marketing metrics and data. Commissioners complimented her on the more robust written report.

Written financial update provided by City Comptroller
Balance Sheet – dated February 28, 2023
Total Assets - $1,075,922.66
Restricted Fund Balance - $1,129,469.22

Tourism Promotional Grant Program and Requests
Jazz Fest – Kelly Wells, Wisconsin Valley Media
Updated marketing plan was re-submitted to reflect specific vendors and amounts as requested in February by the Commission.
Taco Fest – Kelly Wells, Wisconsin Valley Media
Updated marketing plan was re-submitted to reflect specific vendors and amounts as requested in February by the Commission.
DAS Fest 2023 –
Tammy Dunn explained the event at the Walworth County Fairgrounds and the change in their funding support. The concern was how each requested amount/project would impact hotel stays in the city proper. Commissioners felt the information needed to be revised to show which specific marketing projects still needed to be funded with a detailed budget. Dunn will also bring back information regarding funding approved from other tourism entities.
Motion by Fesenmaier, second by Pirzada, to continue to April meeting. Unanimously carried.
Venetian Fest 2023 –
Ryan Lasch explained the application and the increased request.
Motion by Pirzada, second by Hedlund, to grant the amount of $45,000 for Venetian Festival on August 16 through 20, 2023. Unanimously carried.

Future meeting agenda items and next meeting date –

- Include in packet Heather Jones' 2022-2023 contract (clean copy) – agenda item only, no action needed.
- Meeting Planner Open House – Stephanie Jones – will submit an amendment to the previous grant for a new date
- DAS Fest grant

Monday, April 10 at 4:00 PM

Motion by Hedlund, second by Singh, to adjourn at 4:53 p.m. Carried.

Respectfully submitted,
Alderman Fesenmaier, Secretary

Wednesday, February 15, 2023
Conference Room C, Lake Geneva City Hall

Meeting was called to order by President Mary Sibbing at 4:32pm.

Roll call:
Present: Mary Sibbing, Ruth Monico, Terry Krohn, Alderman Fesenmaier.
Pat Quinn
Visitors: Bruce and Debbie Dale; Paula Porubcan, who may be interested in joining the Cemetery Board.

Comments from the public.
Bruce Dale brought up his concern regarding the Communications Tower with Oak Hill Cemetery being one of the considerations for the location. Per Mary, no decision has been made, but it appears it will be located in a different location. Additional discussion following.

Approved Cemetery Board Minutes from January 18, 2023. Motion made by Mary Sibbing and seconded by Ruth Monico to approve the Cemetery Board Minutes. Motion passed 5-0.

Discussion/recommendation update on possible Walworth County communications tower placement in Oak Hill Cemetery. Mary has been in contact with Todd Neumann and he states another location is probable. A tower may be able to be located by the WLKG radio tower property. Mary requested Todd to follow up if the WLKG site is not available.

Discussion regarding the comptroller's monthly financial report. Updated report was received.. Discussion to have the report available every other month. Motion made by Pat Quinn and seconded by Terry Krohn to request Lana have the monthly financial report available every other meeting. Motion passed 5-0 for the report to be issued every other month.

Discussion/recommendation to review State Statutes. In the previous minutes, the statute had been incorrectly identified. The correct State Statute is 157.115 (a), which concerns ***Abandonment of Cemetery Lots*** not interred for over 50 years. Many costs will need to be considered: marketing costs, attorney fees, disclosures for selling, accounting fees, and court fees. A new Park Manager has been budgeted in the 2023 budget. The Board will review the possibility of this new Park Manager position moving forward on this. (See future agenda items)

Existing Cemetery Rules/Regulations require updating to include Pioneer Cemetery in the title. Existing regulations have been divided between the board members to be reviewed and discussed as an ongoing project. Update on progress will be discussed at the next meeting. Once review has been completed and updated, the new draft will be submitted to the City Council to be approved as an Ordinance.

Update on possible code enforcement of the rules/regulations next meeting.

Discussion/recommendation update on Neal Aspinall"s Oak Hill Cemetery photo for LG Website Cemetery link. Follow up by Mary. It is set up and ready to go live.

Discussion/recommendation update on LG Website Cemetery link for capability to add links for rules/regulations. Mary stated that links can be updated very easily to the website.

Discussion/recommendation to increase the number of board members. Alderperson Fesenmaier informed Mary that in order to increase the Cemetery Board to 7 members, it must be presented to the Finance Committee, then recommended to the City Council. Pat Quinn made a motion and Terry Krohn seconded.to increase the number of board members to 7. Motion passed 5-0 to increase number to 7 board members.

Discussion/recommendation to determine 2 people to attend the annual conference of the WI Alliance of Cemeteries. Continue to future meetings as time gets closer. Conference is scheduled for September 2023.

Review/discussion of Tom Earle's DPW monthly report. The Board reviewed the report.
Pontom: Mary to follow up with Nan on a date to go live for the LG website Cemetery Link.

Future agenda items: Park Manager position will be discussed next month.
Several Oak Hill Cemetery diseased trees have been removed. Will those trees be replaced?

Next meeting: March 15, 4:30 pm. Conference Room C, Lake Geneva City Hall

Motion to adjourn the meeting by Ruth Monico and seconded by Terry Krohn. Motion passed 5-0 to adjourn. Meeting adjourned at 5:25 pm.

Respectfully submitted,
Ruth Monico
Secretary
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Lake Geneva Business Improvement District
Board Meeting
Wednesday, April 5, 2023 | 9:00 AM
Harbor Shores of Lake Geneva

MINUTES

1. Call to Order – *9:05am*
2. Roll Call - *Laura Thompson, TR Remke, Alethea Salgado, Anthony Silvestri, Janine Osbourne, Spyro Condos, Alexandria Binanti, Elizabeth Tumas tardy.*
3. Approval of Minutes from last meeting – *Amended to include March's Expense for Alethea Salgado. Spyro Condos Motions to Approve, TR Remke seconds. All 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 3 minutes.
   - Aldermen Fesenmaier requests assistance on behalf of public works to remove signage for crosswalk's push buttons as they are non-operational. Proposes electric charging stations in the future and bike rack installment in the future.
   - Geneva Shore Report updates election results and congratulates the city for new alderpersons. Expresses concern over $50 dollar fines for parking
   - Tammie Cartensen of Harbor Shores on Lake Geneva spoke about the adhoc parking committee and public works update on a shuttle service for employees downtown. Not in favor, and clarifying that Badger High School has not made any legal agreement to its parking lot usage.
   - Roger Wolf of Jayne, discussed letter sent to the BID and Mayor Klein in regards to a negative visitor experience with parking and subsequent seat belt ticket.
5. City News and Mayor Klein Update
   - Wrigley Drive re-pavement underway, new alderpersons transitions on the board and committee assignment, update on ad hoc parking committee and ad hoc Hillmoor committee
6. Appearance of VISIT Lake Geneva
   - Deanna Goodwin delivers marketing report with promotion of Lake Geneva Restaurant Week, Meetings and Event Planners event at Riveria, and Concerts in the Park. Discussed 2024 Governors Conference coming to Grand Geneva and suggested partnering conversation about Baseball Tournament season to engage visitors to come downtown.
7. Treasurer Report

a. Chart of Account review – *February prepaid for flower baskets so expenses were higher. This month's expenses are at about 11k. Reviewed Balance Sheet and are currently at $242,863.52. In relation to item c…proposed creating a financial operation statement for policies on unique expenses on or off the budgeted details, requiring full approval from board and signatures from President, Treasurer, and Executive Director.*

b. Budget vs Actuals – *Reviewing Profit vs Loss, looks to be a doubling of payments recorded in the "General Marketing" itemization. Rectifying at the city. To-date we are on budget with salaries, marketing, beautification, and wine walk expenses.*

c. Pay bills – *Motion to table WIX invoice from Kristi Tarantino for 504.00 requesting proof of receipt.*

Chart of Account #	Name of Expense/Detail	Invoice Number	Total
56004	Alexandria Binanti Salary	#009	$5,416.68
56014	Alexandria Binanti - office supply bid phone	#009	$87.26
56005	Alethea Salgado - Marketing	#10423	$1,000.00
56016 (2022)	Giraffe Electric – Light poles 2022	#22-553	$3,067.50
56003	Mike Cary - Watering Contract	N/A	$1,500.00

8. Executive Director's Report

a. Event planning recap – *report on Wine Walk Updates, FLR for application and common council meeting April 10th. Assigned Charity Never Say Never. 50% tickets sold. Other discussion of murals in motion, Oktoberfest, and legislative Veterans Day breakfast*

b. Ad hoc parking committee recap – *employee parking survey, review of long term parking solutions study done 10 years ago. Ongoing bi-monthly meetings.*

c. Marketing updates – *delivered metrics of improvements on website and socials. Views increased over 50%, unique visitors to website increased by 99% in last 90 days. Created Newsletter list for regular business updated and have 56.9 open rate.*

d. Main Street update – *Application deadline April 14th and ready for submittal.*

e. Flower planter update – *created an adopt a flower basket program launched first day of spring.*

9. Comments from the Board of Directors – *TR Remke will follow up on bike rack proposals; Alethea Salgado shows Marketing Promotion for "Springo" – community scavenger hunt for downtown businesses.*

10. New Business:

a. Proposed amendments to budget
   - *Modifying previously proposed expenses from reserved surplus funds to put into existing budget items*

   i. Marketing – *General Marketing add $10,000 for Promotional Marketing expenses*

   ii. Murals in Beautification – *Increase by $50,000 for cost of installment of 4 murals*

   iii. General - *$5,000 for Software/Office Supplies for storage costs, hosting fees, new phone and po box, etc.*

   Beth Tumas makes motion to Approve, Laura Thompson seconds. All Approved.

b. Approval of marketing materials for BID expansion solicitation – *Alexandria Binanti requests for $500 of funds from General Marketing to add materials for expansion solicitation. TR Remke motions to approve, Laura Thompson Seconds. All Approved.*

c. Event Approvals – *Tabled until May's meeting.*

   i. Proposed contract acceptance for sound bids, and other expenses pertaining to Oktoberfest

ii. Veteran’s Day expenses for legislative breakfast

d. Final Logo vote – *Selection of logo made.*

11. Adjourn – *10:19 am*