



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

**BOARD OF PARK COMMISSIONERS
TUESDAY, NOVEMBER 19, 2024 - 6:30 PM
LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)**

Members:

President Adam St. Marie, Secretary Ann Esarco, David Quickel, Peggy Schneider, Dana Furlo, Julie Mulligan
Council Liaisons: Alderperson Cindy Yager and Mayor Todd Krause

AGENDA

1. Call to order
2. Roll Call
3. Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda, except for public hearing items. Comments will be limited to 5 minutes
4. Discussion of Avian Committee Minutes
5. Discussion of Tree Board Minutes
6. Approval of the Board of Park Commissioners minutes from October 15 & 29, 2024
7. Discussion/Recommendation regarding requesting that the Business Improvement district develop a plan for a approval concerning downtown Christmas lights
8. Discussion/Recommendation regarding replacement of a vandalized memorial plaque for Mark Sesselman
9. Update on Resurfacing of Basketball and Tennis Courts at Maple Park, Dunn Field, and Veterans Park
10. Discussion/Review and Possible Recommendation on topics at Veterans Park
 - a. YMCA Field Improvement-Funding approved from Tourism Commission
 - b. Vision for Veterans Park
 - c. Capital Improvement Projects budget item for 2027 for a Park Rental Pavilion with Restrooms and Kitchen at Veterans Park
 - d. Playground Project and Theme for Playground
11. Next Meeting Date & Time
12. 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.*

BOARD OF PARK COMMISSIONERS MINUTES

TUESDAY, OCTOBER 15, 2024 – 6:30 P.M.

CITY HALL, COUNCIL CHAMBERS (MAIN LEVEL)

1. Meeting was called to order by President Adam St. Marie at 6:31 p.m.

2. Roll Call: Present: President Adam St. Marie, David Quickel, Peggy Schneider, Dana Furlo, Julie Mulligan

Absent: Ann Esarco (excused), Alderperson Cindy Yager (excused), Mayor Todd Krause

3. Comments from the public, limited to 5 minutes: none

4. Approval of the Board of Park Commissioners minutes from September 17, 2024, and October 1, 2024: Motion to approve by Dave Quickel, Second by Adam St Marie. Approved unanimously.

5. YMCA Quarterly Report: by Mike Coolidge

Recap of Fall Sports at Vet's Park: Soccer- 245 boys and girls participated

Flag Football- 123 boys and girls participated

Nine tournaments held at Vet's Park this summer: 8 Baseball and 1 Softball; 2nd softball tournament canceled due to lack of participation

Summary of rentals with check sent to the city

Baseball facilities will close next week and reopen in April 2025.

Eleven tournaments scheduled for 2025: 9 Baseball and 2 Softball

YMCA will be going to Lake Geneva Tourism to pursue funding for spring spruce up in November. Exploring artificial turf and drainage tiles to address drainage issues

Questioned resurfacing of tennis courts for pickleball

Reported that the Lions Club came in to spruce up Lions Den. Reports the bathrooms need attention, the asphalt is heaving, concerns about the general maintenance of weeds, and that the benches need maintenance

6. Review of Avian Committee minutes: next meeting

7. Review of Tree Board minutes: Peggy shared that Candy Kirchberg was re-elected as Chair, Budget of \$20,000 for tree planting and \$10,000 for tree care, and 57 trees have been planted by

the city this year. Holiday lights will be placed on the buildings this season rather than the trees. We will revisit this issue in January.

8. Discussion/ Action on proposal from Glen Fern Construction for Project 2024-13A Lions Den Concession Concrete Pads (*carried forward from September meeting*): Motion to move forward by Dave Quickel, Second by Adam St. Marie. Approved unanimously.

9. Overview of Westgate Tot Lot: Recommended that all commissioners look at the Tot lots. The equipment is aging, paint is peeling, train paint is peeling. Discussion of possible options followed.

10. Discussion on proposed locations and uses for the \$17,000 of Impact Fees: Discussed purchase of benches and/or dog waste dispensers. DPW has posts for waste dispensers. Discussed dog regulations/ registrations and creative ways to enforce clean-up after dogs.

11. Discussion/ action on use for the \$17,000 of Impact Fees: Motion to purchase 5 benches by Julie Mulligan, Second by Adam St. Marie. Approved unanimously.

Added to above motion: Park Board will need to discuss and make recommendations for location of benches by June 2025 by Adam St. Marie, Second by Dave Quickel. Approved unanimously.

12. Call for a special workshop to continue discussion on 1, 3, and 5 year plans: Work session scheduled for October 29, 2024 at 6:30 p.m.

13. Future Agenda Items: Explore Parks Corp Game Time Playgrounds offering matching grants. Discussion on how to use the remaining funds of Park Budget regarding playground equipment and location.

14. Next Meeting Date and Time: October 29, 2024 at 6:30 p.m.

15. Motion to adjourn at 7:54 p.m. by Adam St. Marie, Second by Julie Mulligan. Approved.

Prepared by Peggy Schneider

BOARD OF PARK COMMISSIONERS MINUTES
TUESDAY, OCTOBER 29, 2024 – 6:33 P.M.
CITY HALL, MEETING ROOM 2A – UPPER LEVEL

1. Meeting was called to order by President Adam St. Marie at 6:33 p.m.
2. **Roll Call:** Present: President Adam St. Marie, Secretary Ann Esarco, David Quickel, Peggy Schneider, Dana Furlo, Julie Mulligan, Alderperson Cindy Yager

Absent (Excused): Mayor Todd Krause
3. **Comments from the public limited to 5 minutes**
 - a.) Cindy Yager - tennis courts and pickle ball. Was in budget to be resurfaced and repainted. Work was not completed. Discussions with Mayor, T. Earle, and comptroller stated that the funds will roll-over for the projects to be completed in 2025. Cindy strongly suggest that the Park Board stays aware of these repairs. T. Earle is responsible for seeking bids. Also, the Park Board should stay in communication with the City regarding the storage shed at Veterans' Park. These Capital Improvement Projects funds can be requested every three years from the State of Wisconsin.
4. **Discussion on the Board of Park Commissioner's 1, 3, and 5 Year Plans**
 - a. Open discussion on future plans. Focusing on one-year plan and improvements at Veterans' Park.
5. **Next meeting date & time**
 - a. Tuesday, November 19, 2024 at 6:30pm
6. **Motion to adjourn at 7:55pm by St. Marie and Furlo. Approved.**

Prepared by Secretary Esarco 10/29/2024
Emails to: President St. Marie and CityClerk@cityoflakegeneva.gov

Discussion/Recommendation on Tree Donation – M/M Vanderloop

First _____ Second _____ Vote _____

Discussion on Park Assignments/repair update/maintenance

First _____ Second _____ Vote _____

New Business

**Discussion/Recommendation:
Projects**

Canopy and Benches at Skate Park

First _____ Second _____ Vote _____

Benches at Formeno Park

First _____ Second _____ Vote _____

Benches at Walking and Bike Trails

First _____ Second _____ Vote _____

Discussion/Recommendation on Flag Installation at Home Depot, Flat Iron Park, and Vets Park

First _____ Second _____ Vote _____

Discussion/Recommendation on Veteran's Park – Discussion of Required Permits and Fees

First _____ Second _____ Vote _____

Old Business

Discussion/Recommendation on White River Crossing Progress Report

First _____ Second _____ Vote _____

Discussion/Recommendation on Dog Park – Handicapped Parking Progress Report

First _____ Second _____ Vote _____

Discussion/Recommendation on Center Street Park Access Progress Report

First _____ Second _____ Vote _____

Discussion/Recommendation on Manning Way Progress Report

First _____ Second _____ Vote _____

Discussion/Recommendation on Vandewalle Bike Study Proposal Progress Report

First _____ Second _____ Vote _____

Discussion/Recommendation on Board of Park Commissioner's Meeting Schedule

First _____ Second _____ Vote _____

Discussion/Recommendation on Veterans Park, Dedicated Fields for Jr. Badger Baseball League

First _____ Second _____ Vote _____

Next Meeting: April 5, 2017 at 6pm (to be adjusted pending Agenda item 7(F))

Future meeting agenda items

Adjournment

First _____ Second _____ Vote _____

/s/ Ann Esarco, Park Board President

THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE BOARD of PARK COMMISSIONERS

Basketball and Tennis Court Resurfacing

City of Lake Geneva

ADVERTISEMENT FOR BIDS

Lake Geneva, WI 53147

Sealed bids for Contract for the City of Lake Geneva (Owner) "Basketball and Tennis Courts Resurfacing" project will be received by the City of Lake Geneva, Wisconsin, until Thursday November 14, 2024, at 11:00 a.m., CDT. Bids are required to be submitted electronically through www.QuestCDN.com. Bids will be opened and read aloud via a Microsoft Teams conference call at the above time and date, with results posted online shortly thereafter. Instructions to join the Microsoft Teams conference call are as follows:

Topic:

Lake Geneva Basketball and Tennis Courts Resurfacing Time: Thursday November 14, 2024, 11:00 AM Central Time

Join Microsoft Teams Meeting by Web Browser: <https://www.microsoft.com/en-us/microsoft-teams/join-a-meeting> Meeting ID: 220 395 687 035 Pass-code: dTa52k

Join Microsoft Teams Meeting by Mobile Phone (audio only):
1-414-662-4839

Phone Conference ID: 933 914 099#

The work includes furnishing of all materials and equipment and performance of the following work, according to the Plans, Specifications and Contract Documents (PS & CD).

The Base Bid work for the above contract includes resurfacing of four tennis courts and one basketball in three separate parks throughout the City of Lake Geneva. The locations are as follows:

Maple Park (NW Corner of Geneva and Cook) Tennis Courts Dunn Field (NE Corner of Sage and Waverly) Tennis Courts

Veteran's Park (S of Park and Geneva Parkway) Basketball Courts

Major work items and approximate quantities include: 1050 LF of Armor Crack Repair, 4760 SY of two coats of both the Acrylic Resurfacer Flex and Acrylic Paint Flex, 1000 SY Pulverize and Relay, 130 TONS of HMA 3LT 58-28S, 100 TONS of HMA 4LT 58-28S, and 1100 SY of Restoration.

The Bidding Documents, consisting of Advertisement for Bids, Instructions to Bidders, General Conditions, Supplementary Conditions, Bid Bond, Agreement, Drawings and Specifications, may be examined at QuestCDN.com by inputting Quest project #9363614 on the website's Project Search page.

All bidders shall comply with the "Contractors Qualification Ordinance for the City of Lake Geneva" requiring pre-qualification of Bidders Prior to submitting bids or included with the bid. This document is included in the Project Documents for this project. All Bidders shall provide proof of responsibility on forms furnished by the City and such forms shall be filed with the City of Lake Geneva. No Bid will be accepted from any Bidder who has not submitted a Bidders Qualification Statement form. Contractors who have submitted a prequalification statement to the Owner, for this calendar year and for the work specific to this project, shall state this on their Bidders Qualification Statement form. These qualification forms, and prequalification forms, will be reviewed; however, updated proof of qualification may be requested by the Owner prior to acceptance of any Bid. The Owner reserves the right to reject the Bid of

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any Bidder who has been determined to be unqualified.

As a part of their Bids, Bidders shall submit a full and complete list of all their proposed Subcontractors, and the class of work which each will perform. The selected Contractor shall not alter this list without the written consent of the Owner. The PS & CD require that the selected Contractor and Subcontractor(s) furnish a Certificate of Insurance.

All Bids shall be accompanied by Bid Security in the form of a Bid Bond, payable to the City of Lake Geneva, in the amount equal to five percent of the bid. Prospective bidders must be on the plan holders list through [QuestCDN](http://QuestCDN.com) for bids to be accepted. Bidders may not withdraw their bid within the 90-day period after the date of the bid opening.

Complete digital project bidding documents (PS & CD) will be available at www.questcdn.com. You may download the digital plan documents for \$42.00 (non-refundable) by inputting Quest project #9363614 on the website's Project Search page. Please contact QuestCDN.com at 952-233-1632 or info@questcdn.com for assistance in free membership registration, downloading, and working with this digital project information. Please contact Kapur if you have any questions regarding the project.

Plan documents will be available on or before Thursday, October 31, 2024.

The Owner reserves the right to reject any or all bids, waive or not waive any informality in the bids received and to accept any proposal, which they deem most favorable to the interests of the Owner.

Published

October 31, 2024,

November 7, 2024,

City of Lake Geneva Vanessa Jahns, City Clerk Todd Krause, Mayor

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PUB: November 6, 13, 2024 COL-WI-1100258 WNAXLP

Email from Mike Coolidge to the Lake Geneva Park Board

Good morning,

This past Monday, Nov 14 , the Lake Geneva Tourism Commission awarded a grant for the Geneva Lakes Family YMCA to proceed in updating and resurfacing the 6 baseball/softball fields at Vets Park as well as installing drainage tiles in the outfield areas. I have attached the current proposal from Midwest Athletic Fields based out of Watertown, Wis., which will be doing the work for Phase One

Phase One fieldwork will be started in March-April, depending on the weather, so it will be ready for the 2025 season. Basically, they will be coming in and adding more fill, laser grading the infields, and adjusting the bases and plate areas. We will let you know as soon as we know when this work will be started.

Phase Two of the project will be in the Fall as we will have Midwest Athletic Fields install drainage tile systems on the fields. That project will be started after our 2025 baseball/softball season is completed.

Please let me know us know if there is anything you would like us to do before we schedule the work to be done with Midwest Athletic Fields. At this time we are just scheduling the work for Phase One in the Spring.

Thank you

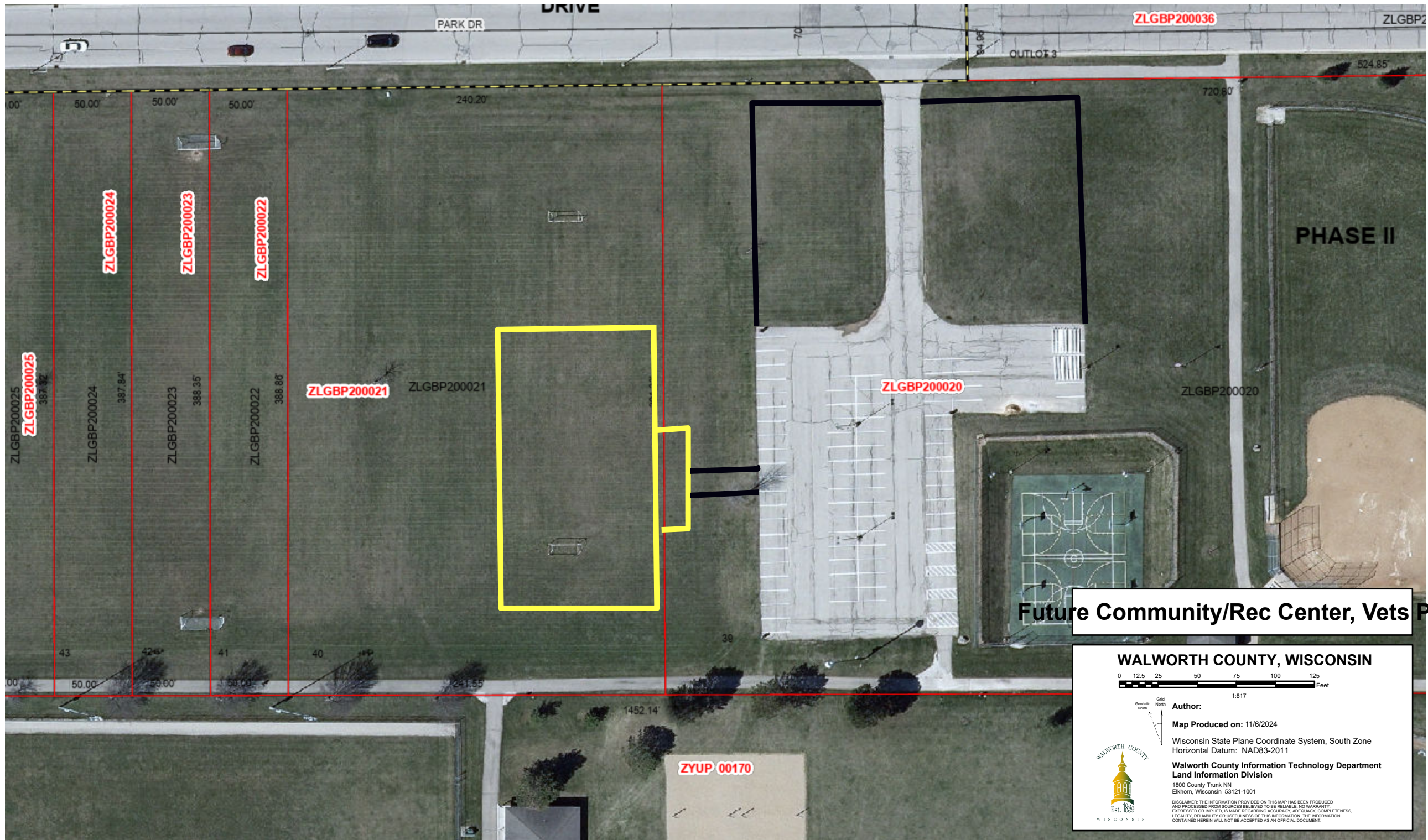
MIKE COOLIDGE

Sports Operations Director

GENEVA LAKES FAMILY YMCA

203 S. Wells Street | Lake Geneva, WI 53147

262.248.6211 x30 | mike.coolidge@glymca.org | GenevaLakesYMCA.org







Adam St. Marie <adam@studiosaintmarie.design>

Re: Vets Park

1 message

Cynthia Yager <cyager@cityoflakegeneva.gov>
To: Tom Earle <dpwdirector@cityoflakegeneva.gov>
Cc: "Adam St. Marie" <adam@studiosaintmarie.design>

Wed, Nov 13, 2024 at 8:15 AM

Thanks so much for the quick reply and information. This will be very helpful for us to be able to determine what theme to use for the playground.

On Nov 13, 2024 7:44 AM, Tom Earle <dpwdirector@cityoflakegeneva.gov> wrote:

Hi,

I talked with Jon this morning and he mentioned there was a question why Vets Park was so named.

The official name is Harold A. Fritz Veterans Park.

Harold Fritz grew up in Lake Geneva and was drafted into the Vietnam War where he subsequently was awarded the Medal of Honor, the highest award in the military among several other awards including but not limited to, the Purple Heart, Silver and Bronze Star, and Army Commendation Medal. (I think he may have received 2 Purple Hearts but I cannot remember)

The City decided to name it after him with help from the American Legion.

Does that answer your question?

Thanks and let me know if you need anything.

Tom Earle, Director

City of Lake Geneva Department of Public Works

Streets, Parks, Cemeteries, Lakefront, Forestry, Buildings and Grounds**1065 Carey St. Lake Geneva WI 53147****(262)248-6644****Receiving hours; Generally Monday – Thursday 600am – 230pm. No Fridays.****Adjustments for weather, holidays and special events apply.****Call for Hours**

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