



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

**AVIAN COMMITTEE
THURSDAY, FEBRUARY 10, 2022 – 6:00 P.M.
CITY HALL, CONFERENCE ROOM 2A**

**THE CITY OF LAKE GENEVA IS HOLDING MEETINGS VIRTUALLY AND IN-PERSON; YOU
MAY PARTICIPATE IN THE MEETING BY THE FOLLOWING:**

6:00 p.m.- February 10, 2022 Avian Committee
Thu, Feb 10, 2022 6:00 PM - 7:00 PM (CST)

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/360749333>

You can also dial in using your phone.

United States: [+1 \(571\) 317-3112](tel:+15713173112)

Access Code: 360-749-333

AGENDA

Committee Members: Beverly Leonard, Sarah McConnell, Jill Rodriguez, Karen Gallo, Carol Zimmermann, Kelley Happ, and Cindy Flower- Alderperson

- 1) Call to Order
- 2) Roll Call
- 3) Approval of the minutes from January 6, 2022
- 4) Comments from the public
- 5) Bird City Application update
- 6) Next steps for Swift Night Out
- 7) Strategic Planning Update, including potential grants
- 8) Reports from liaison with partners
- 9) Learn to Soar Program
- 10) Great Backyard Bird Count
- 11) Outstanding 2021 Invoices for Payment
- 12) Reviewing local ordinance issues
- 13) Next Meeting Date & Time (March 10, 2022 at 6:00 p.m.)
- 14) Future Agenda Items
- 15) Adjourn

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

cc: Tourism Commissioners, Mayor, Administrator

**City of Lake Geneva Avian Committee
Meeting Minutes
Thursday, January 6, 2022, 6:00 P.M.
City Council Conference Room 2A**

1. Call to order: 6:00 PM by Alderperson Flower

2. Roll Call. The following members were present: Cindy Flower - Alderperson, Carol Zimmermann, Jill Rodriguez, Sarah McConnell, Beverly Leonard, Kelley Happ, Karen Gallo via phone link. There were no members of the public present.

3. Approval of Avian Committee meeting minutes from December 2021

Motion to approve minutes by Zimmermann, second by Rodriguez. The motion was passed.

4. Comments from the Public

There were no comments.

5. Bird City Application:

There was an increase in the price of application to Bird City from \$125 to \$175 this year. Zimmermann moved to approve the cost increase in our application. Rodriguez seconded the motion and it was unanimously approved. The committee also voted to approve the Resolution from the December 28 Common Council meeting regarding Lake Geneva Bird City. The goal is to upload the 2022 Bird City Application and the fee by January 15 before the January 31 deadline.

6. Swift Night Out:

Swift Night Out is scheduled for September 8, 2022. McConnell reported that she has reserved this date with Schlitz Audubon, as they did such a good job last year and are very popular with attendees. She is also looking for other ideas for good speakers. It was suggested the Wild Ones has a speaker's bureau. It was also suggested that a good topic could be birds adapting with climate change.

7. January Strategic Meeting *

This special meeting was held on Thursday, January 6 from 6 to 8 p.m. in lieu of our regular meeting time, for strategic planning and setting priorities. Zimmermann made a series of posters with time lines and tasks to help us focus our time and energy. Please see attached document for details. Members of the committee signed up for various tasks as noted in the document.

McConnell suggested that the Tree Board might be good to partner with for adult outreach and advocacy. She will contact them to see if there are possible areas of overlap that we can take advantage of. Possibly we can have a program on "Birdscaping."

Kelley will check with Dr. Gerry Green from the Geneva Lake Conservancy for information about native plantings instead of mowing in certain areas, maybe at the disc golf park. It was suggested we could host/co-host a public education event at Horticulture Hall for the promotion of native plantings and bird-friendly ecosystems. We can also address local ordinances including no tree and shrub trimming during the nesting season.

Committee members also discussed our Youth Outreach program, including the birdwalk with the Geneva Lake Conservancy. Discussion centered on how we can include more public school students in our activities. We also agreed that we would work with the Girl Scouts every other year to avoid duplication.

We also agreed it would be a good idea to schedule a bird talk/walk this summer at the library to introduce the public to our Purple Martin colonies and show them the new hatchlings. Gallo suggested we add this as a NEW EVENT. Rodriguez thought that mid-July might be the best time and further suggested we do this outreach twice – once on a weekday morning and one on a Saturday morning. A promotional idea to help publicize this event could be a coloring contest.

A discussion was held about creating a list of birds that might be seen at various parks and birdwatching locations in the area, possibly in collaboration with the Park Board. However, it was suggested by Zimmermann that we hold off on this project until the Park Board's goals are established. It was agreed to table this topic for now.

Rodriguez mentioned that maybe we could use "Cookies for a Cause" donations to help fund this project. She will apply for next year's "Cause" as soon as it opens up

We all agreed that we don't need any additions to our Martin houses at this time. We would like to fill up all the houses we have now.

* See attachment for monthly task list and project leaders

8. Partnership, Funding Opportunities and Potential Grants:

Several possible sources for grants include "Go Outside," The Urban Bird Treaty, Alliant Energy for more signs, and S.C. Johnson's grant program. We all need to pursue information on each. A discussion ensued about repairing/replacing the current storybook trail signs with a longer lasting acrylic or Plexiglas material. Flower suggested collaborating with the Park Board about the signs, including the idea of commercial advertising on the signs to help cover costs.

A small group meeting date was set for Thursday, January 13 to continue discussing grant ideas and sign materials. We agreed that two major areas need funding this year: the GLC birdwalk and the Storybook Trail.

9. Next Meeting Date and Time:

Thursday, February 10 from 6 – 8 p.m.

Committee members agreed to move our Tuesday night meetings to the second Thursday of each month to accommodate everyone's busy schedules.

14. Future Agenda Items

- Bird City Application update
- Next steps for Swift Night Out
- Strategic Planning Update, including potential grants
- Learn to Soar Program
- Great Backyard Bird Count
- Reviewing local ordinance issues

Adjourn:

Zimmermann moved to adjourn, seconded by Happ and approved. Meeting was adjourned at 7:55 p.m.

Respectfully submitted

Kelley Happ

1/28/2022

January 11, 2022

To: Members of the 2022 Avian Committee of Lake Geneva
 From: Carol Zimmermann
 Re: Priorities set at January Planning Meeting

DRAFT

Here are the 2022 priorities, projects, and team leaders that we identified. These are in summary form and sorted by two-month periods. Please let me know if I have erred in recorded any of the information. As you will recall, we will be working over the next few weeks to match projects with grant and other funding opportunities.

Please note: Fixed event dates are noted in [brackets].

All year long tasks (requiring leaders)

Meeting leadership	Cindy
Secretary/note-taking	Kelley
Budget (keeping track of expenditures vs budgeted)	Cindy
Photography	Kelley
Media releases/publicity	Kelley
Graphic Design	Carol
Facebook & Twitter	Jill

January – February

Yearly Planning	Carol
Bird City Application (due date) [Jan 31]	Carol
Learning to Soar (classes)	Carol
Great Backyard Bird Count (in class) [Feb 18-22]	Carol
Great Backyard Bird Count (outreach) [Feb 18-22]	
Grant Plan (writing, leaders, and deadlines to be added to project timelines)	
Meet/coordinate plans with Tree Board	Sarah
Meet/coordinate plants with GLC	Carol
Review issues – possible City Council actions	Cindy
Cookies for a Cause application (bird info for park's web pages)	Jill
Youth Outreach – wrap-up Brownie Badge	Carol

March - April

Learning to Soar (classes/migration)	Carol
Purple Martin Colony prep	Bev & Karen
Storybook Trail (class site visit- prep)	Carol & Sarah
Storybook Trail (liaison with Parks)	Cindy
Storybook Trail (signs/trail prep)	Jill

DRAFT**May - June**

Purple Martin Colony – open houses and monitor	Bev & Karen
World Migratory Bird Day Event Organization [May 19]	Sarah
Story book Trail (class coordination)	Carol
Storybook Trail (launch coordination)	Kelley
Storybook Trail (publicity)	Kelley
Storybook Trail (graphics)	Carol
Storybook Trail (printing/installation)	Sarah
WMBD – Coordinate with GLC – Bird Event	Carol

July – August

Purple Martin Colony – Monitoring	Karen & Bev
Purple Martin – family-friendly event [July ?]	Karen & Bev
Purple Martin (publicity)	Kelley
Purple Martin (graphics/printing)	Carol
Swift Night Out (event planning)	Sarah
Swift Night Out (publicity)	Kelley
Swift Night Out (graphics)	Carol
Cookies for a Cause	Jill
Budget request	Jill
Budget narrative	Jill

September – October

Purple Martin Colony – Monitoring & closing up	Karen & Bev
Swift Night Out (event coordination) [Sept 8]	Sarah
Swift Night Out (media/outreach)	Kelley
Swift Night Out (graphics/printing)	Carol

November – December

Bird City Application	
Museum Christmas Tree	Jill
Promote Christmas Bird Count	Kelley

Account Number	Account Title	2021-21 Prior year Actual	2021-21 Prior year Budget	Variance Current year	% of Budget
GENERAL FUND					
MISCELLANEOUS					
MISCELLANEOUS					
11-70-00-47300	AVIAN DONATIONS	347.00	1,330.00	983.00	26.09
Total MISCELLANEOUS:		347.00	1,330.00	983.00	26.09
MISCELLANEOUS					
11-70-00-57800	AVIAN COMMITTEE EXPENSES	3,038.83	3,025.00	13.83-	100.46
11-70-00-57810	AVIAN COMMITTEE DONATION EXP	.00	.00	.00	.00
Total MISCELLANEOUS:		3,038.83	3,025.00	13.83-	100.46
Total MISCELLANEOUS:		3,385.83	4,355.00	969.17	77.75
GENERAL FUND Revenue Total:		347.00	1,330.00	983.00	26.09
GENERAL FUND Expenditure Total:		3,038.83	3,025.00	13.83-	100.46
Net Total GENERAL FUND:		2,691.83-	1,695.00-	996.83	158.81
Net Grand Totals:		2,691.83-	1,695.00-	996.83	158.81

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance	
11-70-00-47300 AVIAN DONATIONS						
		01/01/2021 (00/21) Balance			.00	
CR	15000231	HALE-2 - HALE-2		2.00-		
		Description: HALE-2 - HALE-2				
		02/28/2021 (02/21) Period Totals and Balance	.00 *	2.00- *	2.00-	
CR	15000750	AVIAN DONATIONS - BRESNAHAN, STACY		2.00-		
		Description: AVIAN DONATIONS - BRESNAHAN, STACY				
CR	15000836	SHIMES-2 - SHIMES-2		2.00-		
		Description: SHIMES-2 - SHIMES-2				
		04/30/2021 (04/21) Period Totals and Balance	.00 *	4.00- *	6.00-	
CR	15001012	BIRD CITY - BIRD CITY		1.00-		
		Description: BIRD CITY - BIRD CITY				
		05/31/2021 (05/21) Period Totals and Balance	.00 *	1.00- *	7.00-	
CR	7002286	COOKIES FOR A CAUSE-AVIAN COMMITTEE -		340.00-		
		Description: COOKIES FOR A CAUSE-AVIAN COMMITTEE - COOKIES FOR A CAUSE-AVIAN COMMITTEE				
		12/31/2021 (12/21) Period Totals and Balance	.00 *	340.00- *	347.00-	
YTD Encumbrance	.00	YTD Actual	347.00- Total	347.00- YTD Budget	1,330.00- Unearned	983.00

11-70-00-57800 AVIAN COMMITTEE EXPENSES

		01/01/2021 (00/21) Balance			.00
AP	111	LAKE GENEVA PUBLIC LIBRARY	300.00		
		**Desc: YTH MATLS-BIRD WATCHING KITS			
		01/31/2021 (01/21) Period Totals and Balance	300.00 *	.00 *	300.00
AP	239	CHASE CARD SERVICES	125.00		
		**Desc: BIRD CITY ANNUAL RENEWAL			
AP	266	COPIES & PRINTS PLUS LLC	11.88		
		**Desc: GREAT BY BIRD COUNT-MATL			
AP	658	ZIMMERMANN, CAROL	14.76		
		**Desc: PKT FOLDERS-LEARNING TO SOAR			
		02/28/2021 (02/21) Period Totals and Balance	151.64 *	.00 *	451.64
AP	482	ZIMMERMANN, CAROL	73.93		
		**Desc: BIRD MIG GAME REVISE-COVID			
AP	398	COPIES & PRINTS PLUS LLC	10.80		
		**Desc: BIRD MIG GAME REVSE-COVID			
		03/31/2021 (03/21) Period Totals and Balance	84.73 *	.00 *	536.37
AP	615	GENEVA LAKE CONSERVANCY	500.00		
		**Desc: GRANT FUNDS TR			
AP	253	LEONARD, BEVERLY	75.78		
		**Desc: PURPLE MARTIN HSE-SUPPLIES			
		04/30/2021 (04/21) Period Totals and Balance	575.78 *	.00 *	1,112.15
AP	327	ZIMMERMANN, CAROL	578.00		
		**Desc: (10) STORYBOOK TRAIL SIGNS			
AP	328	ZIMMERMANN, CAROL	101.40		
		**Desc: MIGRATORY BIRD DAY PROGRAMS			
AP	489	ST FRANCIS DE SALES	111.78		
		**Desc: GRANT-LEARNING TO SOAR			
		05/31/2021 (05/21) Period Totals and Balance	791.18 *	.00 *	1,903.33
AP	9	COPIES & PRINTS PLUS LLC	12.00		
		**Desc: SIGNS/POSTERS-BIRD MIG			
AP	10	COPIES & PRINTS PLUS LLC	11.95		
		**Desc: SIGNS/POSTERS-BIRD MIG			
AP	448	COPIES & PRINTS PLUS LLC	5.85		
		**Desc: MEM BOOK-GS LRN TO SOAR			

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
AP	808	ST FRANCIS DE SALES	58.44		
		**Desc: GRANT-BUS TRANS 4 SEASONS			
		06/30/2021 (06/21) Period Totals and Balance	88.24 *	.00 *	1,991.57
AP	684	BEVERLY LEONARD TRUST	75.00		
		**Desc: PMCA ANNUAL MEMBERSHIP			
AP	706	COPIES & PRINTS PLUS LLC	16.50		
		**Desc: RACK CARDS-FUNDRAISER			
		07/31/2021 (07/21) Period Totals and Balance	91.50 *	.00 *	2,083.07
AP	590	A+ GRAPHICS & PRINTING	65.45		
		**Desc: LEARNING TO SOAR PRGM			
AP	724	MCCONNELL, SARAH	79.76		
		**Desc: LEARNING TO SOAR-AWARD			
AP	10	COPIES & PRINTS PLUS LLC	44.00		
		**Desc: RACK CARDS-SWIFT NIGHT OUT			
AP	282	COPIES & PRINTS PLUS LLC	44.00		
		**Desc: RACK CARDS-SWIFT NIGHT OUT			
AP	776	COPIES & PRINTS PLUS LLC	142.50		
		**Desc: YARD SIGNS-SWIFT NIGHT OUT			
AP	777	COPIES & PRINTS PLUS LLC	25.00		
		**Desc: SWIFT NIGHT POSTERS			
		08/31/2021 (08/21) Period Totals and Balance	400.71 *	.00 *	2,483.78
AP	232	COPIES & PRINTS PLUS LLC	58.50		
		**Desc: SWIFT NIGHT OUT HANDOUTS			
AP	195	SCHLITZ AUDUBON NATURE CENTER	440.00		
		**Desc: SWIFT NIGHT OUT-EAGLE & FRIENDS			
		09/30/2021 (09/21) Period Totals and Balance	498.50 *	.00 *	2,982.28
AP	55	COPIES & PRINTS PLUS LLC	46.80		
		**Desc: 2022 BUDGET,2021 ANNUAL RPT			
AP	235	COPIES & PRINTS PLUS LLC	9.75		
		**Desc: CUB SCOUTS BIRD POSTER-2022			
		10/31/2021 (10/21) Period Totals and Balance	56.55 *	.00 *	3,038.83
		12/31/2021 (12/21) Period Totals and Balance	.00 *	.00 *	3,038.83
YTD Encumbrance	.00	YTD Actual	3,038.83	Total	3,038.83
		YTD Budget	3,025.00	Unearned	13.83

11-70-00-57810 AVIAN COMMITTEE DONATION EXP

		01/01/2021 (00/21) Balance					.00
		12/31/2021 (12/21) Period Totals and Balance	.00 *		.00 *		.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00	YTD Budget	.00
					.00	Unearned	.00

Number of transactions: 32 Number of accounts: 3

	Debit	Credit	Proof
Grand Totals:	3,038.83	347.00-	2,691.83

Report Criteria:

Actual amounts

All accounts

Account.Account number = "11700047300","11700057800","11700057810"

Account Number	Account Title	2022-22 Period Actual	2022-22 Current year Actual	Current year Budget	Variance Current year	% of Budget
GENERAL FUND						
MISCELLANEOUS						
MISCELLANEOUS						
11-70-00-47300	AVIAN DONATIONS	.00	.00	100.00	100.00	.00
Total MISCELLANEOUS:		.00	.00	100.00	100.00	.00
MISCELLANEOUS						
11-70-00-57800	AVIAN COMMITTEE EXPENSES	.00	.00	3,025.00	3,025.00	.00
Total MISCELLANEOUS:		.00	.00	3,025.00	3,025.00	.00
Net Total GENERAL FUND:		.00	.00	2,925.00-	2,925.00-	.00
Net Grand Totals:		.00	.00	2,925.00-	2,925.00-	.00

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
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11-70-00-47300 AVIAN DONATIONS

01/01/2022 (00/22) Balance .00

01/31/2022 (01/22) Period Totals and Balance .00 * .00 * .00

YTD Encumbrance .00 YTD Actual .00 Total .00 YTD Budget 100.00- Unearned 100.00

11-70-00-57800 AVIAN COMMITTEE EXPENSES

01/01/2022 (00/22) Balance .00

01/31/2022 (01/22) Period Totals and Balance .00 * .00 * .00

YTD Encumbrance .00 YTD Actual .00 Total .00 YTD Budget 3,025.00 Unearned 3,025.00-

11-70-00-57810 AVIAN COMMITTEE DONATION EXP

01/01/2022 (00/22) Balance .00

01/31/2022 (01/22) Period Totals and Balance .00 * .00 * .00

YTD Encumbrance .00 YTD Actual .00 Total .00 YTD Budget .00 Unearned .00

Number of transactions: 0 Number of accounts: 3

	Debit	Credit	Proof
Grand Totals:	.00	.00	.00

Report Criteria:

Actual amounts

All accounts

Account.Account number = "11700047300","11700057800","11700057810"