



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

**PIERS, HARBORS, AND LAKEFRONT COMMITTEE
TUESDAY, MARCH 11, 2025 - 5:00 PM
LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)**

Members:

Chairperson Linda Frame, Alderpersons: Shari Straube, Sherri Ames, Peg Esposito, and Cathy Stoodley

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<https://wi-lakegeneva.civicplus.com/319/City-Meetings-Video-Stream>

AGENDA

1. Call to Order
2. Roll Call
3. Comments from the public limited to 5 minutes, limited to items on this agenda
4. Approval of the minutes from January 14, 2025
5. Harbormaster Report
6. Presentation: Larry Larkin, Geneva Lake Level Corporation
7. Discussion regarding Task Order #42 from Kapur for the Lagoon Dredging project
8. Discussion/Recommendation regarding Lagoon Pier bids
9. Discussion/Recommendation regarding priorities for the Lagoon
10. Discussion/Recommendation regarding GLEA Report and Invoice
11. Review and Comments on the proposed Park Director Job Description
12. Adjournment

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

CITY OF LAKE GENEVA PIERS, HARBORS, AND LAKEFRONT COMMITTEE MINUTES

TUESDAY, JANUARY 14, 2025 - 5:00 PM

LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)

Members: Committee Members: Chairperson Linda Frame, Alderpersons: Shari Straube, Sherri Ames, Peg Esposito, and Cathy Stoodley

Called to order

by Chairperson Frame at 5:00 pm.

Roll Call

Present: Alderpersons Linda Frame, Shari Straube, Sherri Ames, Peg Esposito and Cathy Stoodley.

Others present: Mayor Todd Krause, Harbormaster Erick Nicia, City Clerk Lacey L. Reynolds, City Engineer Naomi Rauch (via Zoom) and others.

Reconsider business from the previous meeting

None.

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

George Steffen of Pleasant St. spoke regarding the proposed lagoon rental fee and is not in favor of the increase.

Acknowledgement of Correspondence

No correspondence received by the Clerk. Alder Frame reported she received multiple phone calls regarding Lagoon rental fees. City Clerk Reynolds asked for correspondence to be sent to her so it can be shared with all Council members and the Mayor.

Approval of the Piers, Harbors, and Lakefront Committee minutes from December 10, 2024

Motion by Stoodley to approve, second by Esposito. Voice vote, approved, motion carried.

Harbormaster Report

Harbormaster Nicia reviewed his report and answered questions from the committee regarding the lagoon, beach pass wristbands other pier reserve funds.

Discussion regarding the Lagoon Projects Schedule

The committee reviewed and discussed the Lagoon project schedule. More discussion took place regarding the fees and funding for dredging. Harbormaster Nicia informed the committee the lagoon was dredged in 1999 and 2013. In 1999 fees were split with the Towers, in 2013 dredging was funded by the City only.

Alder Straube requested to move item #11 up after item #8.

Discussion/Recommendation regarding Task Order #42 from Kapur for Civil Engineering Services - Lagoon Dredging Project in an amount not to exceed \$19,800

This item was moved up and discussed after item #8.

City Engineer Rauch estimates dredging should take about 4 weeks to complete. Rauch also explained the lagoon projects cannot happen simultaneously due to the lack of space and dewatering process. Motion by Ames to approve, second by Straube. Voice vote, approved, motion carried.

Discussion regarding the 2025 Fee Schedule - Lagoon Slips

Discussion took place regarding the lagoon projects timeline and when this item will be back on an agenda.

Harbormaster Nicia estimates April 2025. Motion by Ames to continue this item to another meeting when there is more information, second by Straube. Voice vote, approved, motion carried.

Review/Recommendation regarding Riviera Leases for all tenants

Motion by Stoodley to approve the leases for all tenants with a three year term, second by Straube. Voice vote, approved, 1 abstained (Ames), motion carried.

Adjournment

Motion by Ames to adjourn, second by Stoodley. Voice vote, approved, motion carried. Adjourned at 5:50 pm.

Lacey L. Reynolds
City Clerk

Harbormaster Report March 2025

Piers, Harbor & Lakefront Committee

Harbormaster Erick Nicia

Dated: March 4th, 2025

Summer Lakefront Lease Returns as of 03/03/2025.

1. Riviera Slips & Buoys: 9/14
 2. Kayak Racks: 21/60
 3. West Buoys: 12/60
 4. West Pier Slips: 20/50
- Total: 62/180

There are 35% of the leases returned. Leases are due by Saturday March 15th. I will only be available that Saturday by appointment. I encourage all lessees to return their leases by close of business on Friday the 14th.

Boat Launch:

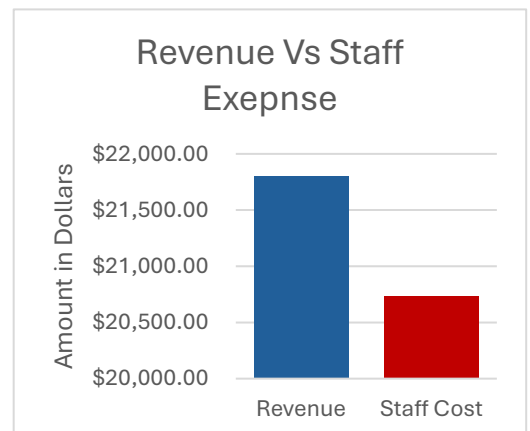
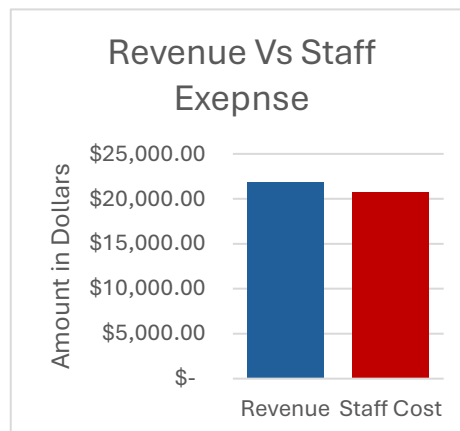
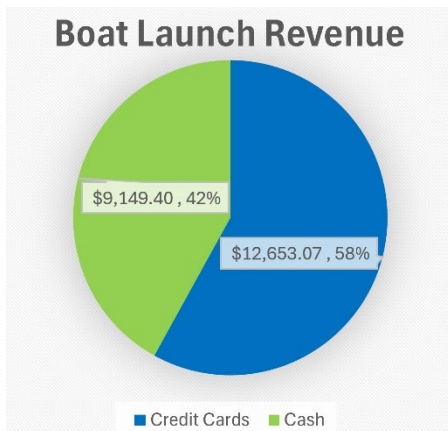
Boat Launch Financial & Usage Summary – 2024 Season

For the 2024 season, the boat launch generated a net surplus of \$8,864.90. This figure reflects the balance of total revenues—which include season pass fees and boat launch ramp fees—against operational expenses such as staffing, repairs, maintenance supplies, and miscellaneous costs.

It is important to note that this surplus does not factor in the expenses associated with the Gage Marine Piers & Buoys Service contract for pier installation and removal, as this contract is billed as a lump sum for the entire lakefront rather than being allocated specifically to the boat launch or other areas of the lakefront.

Financial Overview

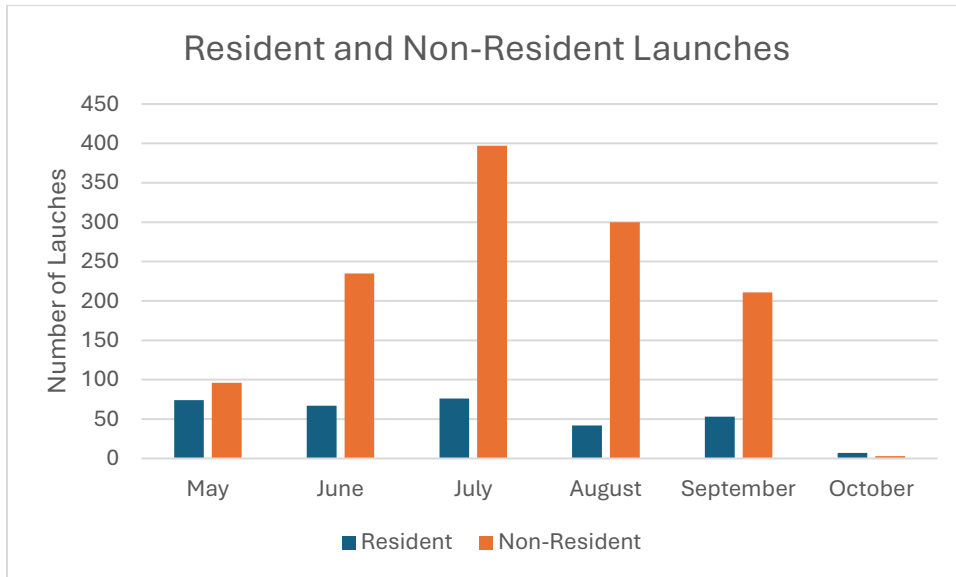
- Total revenue from boat launch ramp fees after taxes: \$21,802.47
 - Credit card transactions after taxes (Kiosks): \$12,653.07
 - Cash transactions after taxes (Handled by staff): \$9,149.40



- Total boat launch staffing costs: \$20,737.39 (includes wages and social security)

Usage Breakdown

- Residents: 319 launches
- Non-Residents: 1,242 launches



Beach: We are hiring!

On Friday, February 28th, I visited Badger High School to speak with students about the Beach Attendant position. The response was overwhelmingly positive—over 60 applications were picked up by interested students, many of whom were highly motivated by the competitive pay. So far, I have already received three completed applications.

For the upcoming season, I am looking to hire 20 to 24 staff members, depending on availability.

If you or someone you know is interested in applying, don't hesitate to reach out!

Additionally, I have ordered a new chain for the orange "deep water" buoys at the beach. The previous chain had started to break, causing some buoys to detach. This update ensures a safer and well-maintained beach area for everyone.

Riviera: Major repairs are scheduled for the gas pier this spring. Last year, all finger piers were removed to allow for the replacement of 22 stringers and 9 horses.

Additionally, once the water warms up, further maintenance will be conducted on the main dock, where sections of rotted material will be replaced to ensure safety and durability.

These repairs are essential for maintaining the structural integrity and longevity of the pier.

Things I am currently working on:

1. Reworking boat launch staff hours and launch price recommendations.
2. Reworking boat launch parking lot.
3. Exploring options for allowing entrance to the beach at the west end.

TASK ORDER NUMBER #42 CIVIL ENGINEERING SERVICES

This task order is made as of January 10, 2025, under the terms and conditions established in the MASTER AGREEMENT FOR ENGINEERING SERVICES, (the Agreement), between the **City of Lake Geneva (Owner)** and **Kapur (Engineer)**. This Task Order is made for the following purpose:

Provide civil engineering services for the bid plans and specifications for the **Lagoon Dredging** project. The City is proposing to dredge 2000-CY of material from the Lagoon directly upstream of the Geneva Lake Dam. The dredging activities are planned to start early 2025.

In addition, the proposed task includes the following:

- Preparation of bid plans and specifications
- Preparing and obtaining the required dredging permit from the Wisconsin Department of Natural Resources (WDNR)
- Soliciting bids for the completion of the project
- Construction management of the construction project including any monitoring of the construction as required by the dredging permit.

Section A. – Scope of Services

Engineer shall perform the following Services:

Dredging Plans and Specifications

1. Provide detailed plans and specifications that will set forth contractor and owner duties as related to the dredging of materials from the Lagoon, conveyance of dredged materials to the dewatering site and final disposal. The documents will specify roles and responsibilities related to operation of dewatering site, monitoring of dredging operations and disposal.
2. Set Survey Control for site use. Survey pre-dredge sediment depths over the lagoon and sediment thickness.
3. Prepare and provide Project Manual for the Lagoon Dredge Project including but not limited to Advertisement for Bids, Instruction to Bidders, Bid Form, Bidder's Qualification Statement, Agreement, and General Conditions of Contract, Supplementary Conditions, and Special Provisions.
4. Attend bid opening.





5. Review bids and provide recommendation for award, and coordinate notice of award agreement, and notice to proceed documentation.
6. Complete the WDNR permit application for dredging of the lagoon. Supply all information required by the permit application.
7. Request and attend a WDNR pre-application meeting to discuss project specifics and understand permitting requirements.
8. Attend meetings as required and provide regular updates to the City.
9. It is understood that the dredged materials will be required to be landfilled and thus design and restoration of a final placement area is not anticipated with this task order.

Construction Management Activities

10. Provide administrative services to manage client coordination / invoicing, project schedules, contract change order documentation, establish project logs, formatting monthly contract quantity estimating and contractor invoicing and contract closeout documentation for base bid projects.
11. Process payment requests from the contractor for their work and prepare recommendation for payment for City approval. This task is completed on a monthly basis and is completed for all work approved for the prior month. Complete final close out documentation and acceptance of improvements memorandum.
12. The Engineer will be responsible for notifying, scheduling, conducting, documenting, and distributing minutes of the preconstruction conference.
13. Complete post-dredge survey to verify volume of sediment removal for contractor payment.
14. Prepare and provide project update memorandum and provide copies of the daily journal entries to City staff upon request.
15. Attend meetings and coordinate with adjacent property owners and business as needed.
16. It is anticipated the construction work will commence in early 2025 and take 4 weeks to complete.

Section B. – Compensation



In return for the performance of the foregoing obligations, Owner shall pay to Engineer an amount not-to-exceed nineteen thousand, eight hundred dollars (\$19,800) payable according to the following terms:

A not-to-exceed amount based on the rates as listed in Attachment A of the Agreement, plus direct expenses. Cost plus services are limited to an agreed maximum figure unless amended.

Engineer may request a change to the billing hours if scope changes, beyond the control of the Engineer, resulting in an extension of the schedule or necessitates a change in personnel.

Compensation for Additional Services (if any) shall be paid by Owner to Engineer according to the hourly billing rates shown in Attachment A of the Agreement.

IN WITNESS WHEREOF, the Owner and Engineer have executed the Task Order.

For: City of Lake Geneva

Engineer: Kapur & Associates, Inc.

By: _____

By: Naomi Rauch

Signature: _____

Signature: 

Title: _____

Title: Project Engineer/Associate

Date: _____

Date: 01-12-2025

Kapur Associates, Inc.
Summary of Staff Hours and Labor Costs for the City of Lake Geneva

TASK ORDER 42													
City of Lake Geneva Lagoon Dredging - Attachment A (2025 Contract Rates)													
CLASSIFICATION		Project Manager		Project Engineer II		Staff Engineer II		Project Surveyor		Survey Crew		Total Labor	
Average Hourly Wage		\$184.00		\$163.00		\$135.00		\$136.00		\$124.00			
TASK DESCRIPTION	ACT. Code	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Bid Plans													
Design/Plan Preparation				4	\$652.00	8	\$1,080.00					12	\$1,732.00
Quantities and Details				4	\$652.00	4	\$540.00					8	\$1,192.00
Pre-Dredge Survey and Mapping								3	\$408.00	16	\$1,984.00	19	\$2,392.00
Project Manual/Administration													
Project Administration				4	\$652.00							4	\$652.00
Advertisement/Project Manual				4	\$652.00	16	\$2,160.00					20	\$2,812.00
Attend Bid Opening						1	\$135.00					1	\$135.00
Post Bid Opening Administration				1	\$163.00	4	\$540.00					5	\$703.00
Meetings as Required				4	\$652.00	4	\$540.00					8	\$1,192.00
Permitting													
Prepare Dredging Permit Application				2	\$326.00	4	\$540.00					6	\$866.00
Submit Permit on WAMS						2	\$270.00					2	\$270.00
Review by Environmental Group		2	\$368.00										
Construction Administration													
Construction Inspection						32	\$4,320.00					32	\$4,320.00
Post-Dredge Survey								2	\$272.00	16	\$1,984.00	18	\$2,256.00
Construction Administration				6	\$978.00	8	\$1,080.00					14	\$1,080.00
												Subtotal	
TOTALS		2	\$368.00	29	\$4,727.00	83	\$11,205.00	5	\$680.00	32	\$3,968.00	149	\$19,602.00
											Expenses:		\$200
											Project Total:		\$19,802

Summary of Expenses	Units	Cost	Total
Estimated Expenses / Mileage (LS)	1	\$200.00	\$200.00
Totals			\$200.00



City of Lake Geneva

Lakefront: Office of the Harbormaster

626 Geneva Street Lake Geneva, WI 53147

MEMORANDUM

January 29, 2025

To: Chairperson Sherri Ames & members of the Finance, License & Regulation Committee

Subject: Lagoon dredging

I am writing to share the answers regarding the questions from 01/22/2025 regarding Lagoon dredging made by Alderperson Cindy Yager.

Question 1: "Past history of lagoon dredging and cost. Contracts and written responses from other communities and the [Geneva] Towers concerning shared costs both past and present. Length of time between dredgings." (*Answered by Harbormaster Nicia*)

There have been two (2) dredging events in the past. First one in 1999 and the second in 2013. The following information is from documents I had available in my office and copies have been included for your reference.

- **1999:** The City Council approved a contract with Inland Dredge Company, Inc for \$34,997 to dredge the lagoon. However, upon the recommendation of the engineering firm, Crispell-Snyder Inc., the scope of the project was expanded to include dredging a section of the lake west of the Wrigley Bridge, which resulted in an increase in the total contract price to \$54,697.
In addition to the contract with Inland Dredge, the engineering costs for the project were \$13,359.27, and a \$2,000 permit was required from the Department of Natural Resources (DNR), bringing the total cost of the dredging project to \$70,056.24. For this project, the Geneva Towers Homeowners Association (HOA) agreed to contribute half of the originally approved contract price, along with half of the engineering costs for a total contribution of \$24,178. Mr. Sal Dimiceli, president of the HOA, personally covered the \$2,000 cost of the DNR permit. No record of communication with other municipalities was discovered.
- **2013:** The City Council approved a contract with Inland Dredge Company, Inc for \$50,000 to dredge the lagoon. The final amount paid to Inland Dredge Company, Inc at the end of the project was \$45,153.80. As of the time of building this memo, I have not been able to find the engineering or permit costs. My office has no record of communication of any kind that occurred with other municipalities or the Geneva Towers for this project.
- **Current project:** On June 24th, 2024, my predecessor, the former City Administrator, and I met with Dr. Braden, the President of the Geneva Tower HOA, to discuss the potential involvement of the HOA in the lagoon dredging project. Dr. Braden indicated that the HOA would not be interested in participating.
It wasn't until January 29th, 2025, that the municipalities were contacted regarding the project. Williams Bay has responded and will be presenting the matter to their Harbor Committee. Linn, on the other hand, mentioned that dredging projects around the lagoon area near the Linn boat launches are typically managed by the Geneva Lake

Environmental Agency and advised that I reach out to them. I have yet to receive a response from Fontana.

Question 2: “Effects of dredging our area only. What happens to the sediment from under the Towers piers? Are we essentially paying to keep their piers clean as well?” (*Answered by Kapur*)

“The sediment from under the Towers piers is not accessible while the piers are in. Thus, we won’t be able to remove all of the sediment from the lagoon. Although the sediment from under the Towers piers will shift after the dredging process, the contract for the selected dredging contractor is paid based on sediment removed.”

Question 3: “Effects of not dredging if we decide not to put piers in the lagoon? Would dredging need to be done at all?” (*Answered by Kapur*)

“Dredging of the lagoon is only necessary for navigability of boats within the lagoon and/or aesthetics of the lagoon itself. The level of sediment affects navigability before its aesthetics becomes undesirable and has driven the dredging schedule. The lagoon has areas that have up to 5 feet of sediment. Dredging is needed more frequently with piers in the lagoon.”

I understand the concern regarding the cost of dredging, particularly since this project was not originally considered for capital funding. However, if the committee believes that piers should continue to be a part of the lagoon, I recommend approving the Task Order presented by Kapur to move forward with the project. Please keep in mind that dredging must be completed before piers can be reinstalled.

Additionally, I would appreciate it if future concerns like this could be directed to my office as soon as they arise. This will allow me to address them proactively, helping to streamline the process and prevent delays like the one we are experiencing now.

Thank you,

A handwritten signature in black ink, appearing to read "Erick Nicia". The signature is fluid and cursive, with the first name "Erick" being more prominent than the last name "Nicia".

Erick Nicia

Harbormaster

City of Lake Geneva, Lakefront

NOVEMBER 6, 2013

**CITY OF LAKE GENEVA
LAGOON DREDGING-WRIGLEY DRIVE**

PROJECT NO. TST-13-02

PAY ESTIMATE NO. 1 & FINAL PYMT

No.	Item	Bid Quantity	Quantity	Unit	Unit Price	Price
1	LAGOON DREDGING	1950	1,800	CUBIC YD	\$25.641	\$46,153.80
	LESS PIER DAMAGE DUE TO EXCAVATION					(\$300.00)
BASE BID CONTRACT PRICE & WORK TO DATE:						\$45,853.80

TOTAL BID AWARD

\$50,000.00

TOTAL AMOUNT WORK & MATERIALS FURNISHED

\$45,853.80

LESS RETAINAGE (10% OF UP TO 50% OF TOTAL BID)

\$ -

NET AMOUNT TO DATE

\$ 45,853.80

LESS PREVIOUS PAYMENTS TO CONTRACTOR

PAY ESTIMATE NO. 1

\$ -

PAY ESTIMATE NO. 2

\$ -

PAY ESTIMATE NO. 3

\$ -

\$ -

AMOUNT DUE CONTRACTOR THIS ESTIMATE

\$ 45,853.80

I AGREE WITH THE PAY ESTIMATE AMOUNT:

RECOMMENDED FOR APPROVAL:

For Dennis Cole

DENNIS COLE
INLAND DREDGING CO., INC.
P.O. BOX 225
BURLINGTON, WI 53105

DENNIS E. JORDAN
CITY ADMINISTRATOR

DATE APPROVED	11-6-2013
APPROVED BY	DEJ
ACCOUNT #(S)	40-154-10-5372
DESCRIPTION	LAGOON DREDGING
PO #	

(#3000. retainage)

\$ 43,153.80

PAY

45,853.80

43,153.80

2,700.00

Run date: 10/08/99 @ 15:19
Bus date: 10/08/1999

CITY OF LAKE GENEVA

Select...: A41 00-00 5840
CSLEDGR.L02 Page 1

41 00 00 CAPITAL PROJECTS FUND

Fiscal year to period ending October 31, 1999

Date	Trans #	Jnl Description	Ref 1	Ref 2	Ref 3	Amount	Balance
						=====	=====
41 00-00 5840 LAKEFRONT EXPENSES		Beginning balance					.00
02/28/1999	9627	PURCH Eng: Lagoon Dredging		920	CAPITAL PR	2,839.80	
02/28/1999	9627	PURCH Research Lagoon Dredging Permi		920	CAPITAL PR	80.00	
03/31/1999	9732	PURCH Engr, 99174, Lagoon dredging		920	CAPITAL	3,131.96	
04/28/1999	9758	PURCH Anchor bolts		1683	CAPITAL	1,570.44	
04/29/1999	9797	PURCH Dredging Permit	13742	7069	CAPITAL PR	2,000.00	
04/30/1999	9796	PURCH Engr, lagoon dredging		920	CAPITAL	4,180.39	
05/31/1999	9905	PURCH Eng: Lagoon Dredging		920	ENGINEERIN	3,127.12	
06/16/1999	9916	PURCH Lagoon dredging, #99174	13866	1756	CAPITAL	54,697.00	
06/28/1999	9924	PURCH 6 Flagpoles W/ Flag Brackets		1683	CAPITAL PR	8,153.28	
06/28/1999	9924	PURCH 6 Flagpole Ballasts Assy Kits		1683	CAPITAL PR	3,476.28	
06/30/1999	9998	PURCH Engr, <u>riviera beach</u> dredging		920	CAPITAL	2,975.07	
08/23/1999	10102	PURCH Eng: <u>Riv Beach</u> Dredging		920	CAPITAL PR	2,688.44	
08/23/1999	10103	PURCH Fixture for Light, Riv Yard		1683	TIF/CP	1,141.02	
08/23/1999	10103	PURCH 8 Benches		3226	TIF/CAP PR	8,660.08	
08/31/1999	10152	PURCH LG Dam inspection, 7/99		2721	CAPITAL	2,500.00	
08/31/1999	10152	PURCH LG Dam inspection, 6/99		2721	CAPITAL	2,500.00	
41 00-00 5840 LAKEFRONT EXPENSES		Ending balance				103,720.88	103,720.88

05/21/99 14:19

14147235108

CRISPELL-SNYDER

0002/002

**CRISPELL-SNYDER, INC.**

CHANGE ORDER

CONSULTING ENGINEERS

PROJECT NO: 99174

C.O. NO: 2

DATE: May 21, 1999

PROJECT DESCRIPTION: Lagoon Dredging

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

CONTRACTOR: Inland Dredging Co., Inc., 3011 Knelleret Drive, Burlington, WI 53105

CHANGE (S) ORDERED:

- | | | | | |
|----|-------------------------------------|---|-------------|-----|
| 1. | Dredge west side of bridge | = | \$11,300.00 | ADD |
| 2. | Mobilization to west side of bridge | = | 2,700.00 | ADD |

TOTAL ADDITION \$14,000.00

REASON (S) FOR CHANGE (S):

1. - 2.) The Contractor was requested to dredge on the west side of bridge by the City of Lake Geneva.

<u>CONTRACT TIME</u>		<u>CONTRACT AMOUNT</u>	
ORIGINAL TIME:	_____ DAY (S)	ORIGINAL CONTRACT AMT:	<u>\$34,997.00</u>
INCREASE-DECREASE		INCREASE	
PREVIOUS C.O. (S):	_____ DAY (S)	PREVIOUS C.O. (S):	<u>\$5,700.00</u>
INCREASE-DECREASE		INCREASE	
THIS C.O.:	_____ DAY (S)	THIS C.O.:	<u>\$14,000.00</u>
REVISED TIME:	_____ DAY (S)	REVISED CONTRACT AMT:	<u>\$54,697.00</u>

APPROVED:

ENGINEER:

DATE: 5/21/99

CONTRACTOR:

DATE: 5/21/99

OWNER:

DATE: _____

ELKHORN
P.O. Box 320 114 W. Court Street, 53121
(414) 723-8600 FAX (414) 723-5106

RACINE
5720 Taylor Avenue, 53408
(414) 564-8530 FAX (414) 564-1503

SHEBOYGAN
P.O. Box 936 2722 N. 21st Street, 53082
(920) 458-5512 FAX (920) 458-4530



MEMORANDUM

TO: Jim Stadler
City Administrator

FROM: Douglas J. Mushel, P.E.
Crispell-Snyder, Inc.

DATE: January 27, 1999

SUBJECT: Dredging Permit Lagoon Area
Project No. 99014

We are in the process of researching our files for previous permits that were obtained for the dredging of the lagoon area. The last permit was obtained in 1982 and had a six year renewal period on it. We will utilize previous information to prepare the new lagoon permit.

We anticipate in obtaining the information and submitting the permit within the next thirty days. Depending upon when the work would like to be completed, it may be necessary to request a expediated permit from the DNR. This permit carries a \$2,000 review fee. Once we get the permit prepared we will discuss with you the urgency of the permit application.

If you have any questions concerning the above, feel free to contact me at the Elkhorn office.

DJM/ld



ELKHORN P.O. Box 320 114 W. Court Street, 53121 (414) 723-5600 FAX (414) 723-5106	RACINE 5720 Taylor Avenue, 53403 (414) 554-8530 FAX (414) 554-1503	SHEBOYGAN P.O. Box 935 2722 N. 21 st Street, 53082 (920) 458-5512 FAX (920) 458-4530
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Geneva Towers Homeowners Association, Inc.

**101 Broad Street
Lake Geneva, Wisconsin 53147**

Phone: 414/248-6811

Fax: 414/248-6090

April 22, 1999

Mr. Jim Stadler
City Administrator
City of Lake Geneva
626 Geneva Street
Lake Geneva, WI 53147

Dear Jim:

Geneva Towers Homeowners Association agrees to pay for half of the dredging costs which was unanimously approved by the Lake Geneva City Council in the amount of \$34,997. I am also in agreement to pay for half of all associated engineering fees. If there is a \$2,000 additional charge by the DNR for expediting the permit, I will personally pay for that entire amount.

Health and Happiness.
God Bless,



Sal Dimiceli, Sr.
President

SJD/mb



City of Lake Geneva

Lakefront: Office of the Harbormaster

626 Geneva Street Lake Geneva, WI 53147

To: Piers, Harbor & Lakefront Committee

Date: March 3, 2025

CC: Lacey Reynolds, Tom Earle, & David DeAngelis

Subject: Bid Recommendation and Approval for City Lagoon Piers Reconstruction

A total of six (6) bids were received on Wednesday, February 26, 2025, for the 2025-03 **Lagoon Pier Construction** project. The bids were reviewed, and two bids from BruceSki's Marine Construction did not meet specifications and thus are excluded for consideration. The final bid tab results are as follows:

Company	Bid Option 1 Wood	Bid Option 2 Floating	Bid Option 3 All Season
Summerset Marine Construction Whitewater, WI	-	-	\$220,812.00 20 slips
Radtke Contractors Inc. Winneconne, WI	\$378,543.00 24 Slips	-	-
Gage Marine Pier Service Williams Bay, WI	-	\$395,675.00 21 slips	-
Lakeshore Pier Service Palmyra, WI	-	-	\$360,855.00 25 slips
<i>BruceSki's Marine Construction Port Barrington, IL</i>	<i>\$199,000.00 20 slips</i>	<i>\$220,000.00 22 slips</i>	-

Per the contract, the award of the 2025-03 Lagoon Pier Construction project shall go to the lowest responsible bidder.

Based on the review of the bids, the review of the bidder's qualification statement and previous experience, it is my recommendation to award the **2025-03 Lagoon Pier Construction** project to **Summerset Marine Construction of Whitewater Wisconsin**. Regardless of the bid option chosen, Summerset Marine Construction was the lowest bidder that met specifications. A bid bond of 5% of the contract price, and qualification statement were submitted and complete with each bid.

Thank you,

Erick Nicia

Harbormaster

City of Lake Geneva, Lakefront

**CITY OF LAKE GENEVA
LAGOON PIER CONSTRUCTION
WRIGLEY DRIVE
PROJECT NO. 2025-03
BID PROPOSAL FORM**

CITY OF LAKE GENEVA
626 GENEVA STREET
LAKE GENEVA, WI 53147
262-249-3673

For questions, contact Harbormaster Nicia at:
Email: harbormaster@cityoflakegeneva.gov

PROPOSAL FOR: Lagoon Pier Construction
City of Lake Geneva
Walworth County, Wisconsin

DATE: FEBRUARY 12th, 2025
TIME: 10:00 AM
PLACE: City Hall 626 Geneva Street
Lake Geneva, WI 53147

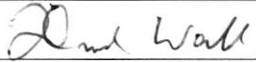
BID: The undersigned, having been familiarized with the local conditions affecting the cost of the work, including the Notice to Bidders, Instructions to Bidders, Specifications, and any or all addenda thereto, as prepared by the City of Lake Geneva, the contractor proposes to provide and furnish all labor, materials, necessary tools, equipment, utilities, transportation and services necessary to construct the pier in the identified lagoon area.

Two hundred twenty thousand eight hundred twelve dollars **Dollars \$** 220,812 . 00
(Write Bid amount in Words) (Write Bid amount in Numbers)

Five (5) percent bond included: \$ 15000 . 00 **BID OPTION SELECTED:** 1 2 ^x 3

I hereby certify that all statements herein are made on behalf of Summerset Marine Construction (enter name of Corporation, Partnership or Person submitting bid) and that I have examined and carefully prepared this Proposal from the specifications and that I have full authority to make such statements and submit this Proposal.

Name: David Wall **Title or Position:** Sales Engineer

Signature:  **Date:** 02, 25, 2025

Respectively submitted,

Company Name: Summerset Marine Construction **Phone:** (262) 755 - 8199

Company Address: W3128 Highway 59
Whitewater, WI 53190

Acceptance by the City of Lake Geneva

City Clerk: Lacey Reynolds

Interim City Administrator: David De Angelis

Signature: _____ **Date:** ____/____/2025

Signature: _____ **Date:** ____/____/2025

Witnesseth that, pursuant to the provisions of Sec. 62.29 of the Wisconsin Statutes, and by the authority vested in the City Council, the City of Lake Geneva has awarded the work to the above-signed contractor.

The City of Lake Geneva confirms that adequate funds are available and dedicated for this project.

City of Lake Geneva Comptroller: Laura Pisarcik

Signature: _____ **Date:** ____/____/2025



Summerset - Whitewater
W3128 Highway 59
Whitewater WI 53190
United States

Quote
#QUO3356
02/18/2025

Bill To

Harbor Master
City of Lake Geneva
626 Geneva St
LAKE GENEVA WI 53147
United States

Email / Phone:
harbormaster@cityoflakegeneva.gov

(262) 248-3673

TOTAL

\$220,812.00

Expires: 06/30/2025

Lake	Memo	Sales Rep	Email	Phone
Geneva Lake	Replacement of Lagoon Piers 5" System	Dave Wall	dwall@summersetmarine.com	

Quantity	Units	Item	Rate	Amount
Note THIS QUOTE IS FOR THE REPLACEMENT OF BOAT SLIPS AT THE CITY OF LAKE GENEVA LAGOON WITH 5" PIPE ALL-SEASONS PIER SYSTEM. QTY OF 20 BOAT SLIPS PROJECT NO.2025-03				
Note Main Walkway - Next to Spill Way 4' Wide by 95' Long				
7	EA	AS5-4X144-WH ALL SEASONS 5" PIPE 4X144" FRAME	\$6,550.00	\$45,850.00
1	EA	AS5-4X120-WH ALL SEASONS 5" PIPE 4X120" FRAME	\$6,300.00	\$6,300.00
Note South 4' Wide Pier By 24' Long				
2	EA	AS5-4X144-WH ALL SEASONS 5" PIPE 4X144" FRAME	\$6,550.00	\$13,100.00
Note North East Walk Way 4' X 50' Near the Dam				
5	EA	AS5-4X120-WH ALL SEASONS 5" PIPE 4X120" FRAME	\$6,300.00	\$31,500.00
1		General Service (Non-Taxable) Custom Corner Piece with Engineering	\$5,000.00	\$5,000.00
Note North 4' Wide Pier By 24'				
2	EA	AS5-4X144-WH ALL SEASONS 5" PIPE 4X144" FRAME	\$6,550.00	\$13,100.00
Note SLIP CAT WALKS (12" X 20') FINGERS BETWEEN THE SLIPS				
17		General Service (Non-Taxable) CUSTOM ALL SEASONS 5" PIPE 12" WIDE X 20' CAT WALK QTY(17) WILL HAVE QTY 2 SUPPORT PIPES	\$3,500.00	\$59,500.00



QUO3356



Summerset - Whitewater
W3128 Highway 59
Whitewater WI 53190
United States

Quote
#QUO3356
02/18/2025

Quantity	Units	Item	Rate	Amount
		Note CUSTOM ALL SEASONS 5" PIPE 12' WIDE X 18' CAT WALK QTY (3) - NORTH EAST SIDE REDUCED LENGTH TO ACCOMODATE LIMITED SPACE FROM NEIGHBORS TO THE NORTH -FINGERS TO HAVE QTY (2-3) PIPES DEPENDING ON LOCATION		
3		General Service (Non-Taxable) CUSTOM ALL SEASONS 5" PIPE 12" WIDE X 18' CAT WALK QTY (3)	\$3,000.00	\$9,000.00
120		General Service (Non-Taxable) CLEATS FOR MOORING BOATS 6 PER SLIP	\$5.50	\$660.00
1		ADI - All Seasons Pier Assembly, Delivery, & Installation (ADI): The ADI payment is due at the completion of installation. If payment is not received within 30 days of installation, a 1.5% charge of the outstanding balance is added to your account each month.	\$36,802.00	\$36,802.00
		Note OPTIONAL / RECOMMENDED ADDITIONAL ITEMS: BUMPERS, WAVER RUNNER PORTS		
		Note OPTIONAL BUMPERS FOR CORNERS OF SLIPS - WHITE TOTAL OF QTY (40) BUMPERS - INSTALLED PRICE = \$3,168		
		Note OPTIONAL WAVE RUNNER PORTS QTY (3) 6' FOOT WIDE - SLX6 (1,800LB WEIGHT CAPACITY) - QTY (1) 5' FOOT WIDE -SL5 (1,500LB WEIGHT CAPACITY) TOTAL INSTALLED PRICE FOR ALL 4 WAVE RUNNER PORTS= \$12,918		
		Note Payment Terms 15% down payment prior to project start date 60% upon manufacturing completion 20% upon installation 5% due upon final inspection and acceptance		
		5" Piling Disclaimer Pricing includes Pipe Pilings up to 30'. Lengths exceeding will be billed an additional \$30/ft		
			Subtotal	\$220,812.00
			Tax Total (%)	\$0.00
			Total	\$220,812.00



QUO3356

~~LIFETIME LIMITED WARRANTY~~

~~LIFETIME MINIMALIST/CLASSIC PIERS~~

Throughout the term of the Lifetime Limited Warranty for Lifetime Minimalist and Lifetime Classic Piers, Summerset Marine Construction (SMC) pledges to bear all costs associated with the parts and labor needed for the repair or replacement of any component provided by SMC that is found to be defective in material or workmanship. Authorized dealers will perform these services, using either new or refurbished parts. This Limited Warranty is not transferable and only applies to the original owner. Throughout the lifetime of the pier all maintenance, seasonal removal, and seasonal installation must be completed by SMC or an authorized dealer or the Limited Warranty is null and void.

What is Covered:

Pier Structure Warranty:

The pier structure has a lifetime warranty to the original owner if SMC completes all maintenance, seasonal removal, and seasonal installation of the pier.

If any service, seasonal removal, or seasonal installation is performed by anyone other than SMC or an authorized dealer, this Limited Warranty is null and void on the date of non-approved service.

Deck and Skirt Board Warranty:

The deck and skirt board warranty lasts for a period of three (3) years after the date of installation. Any necessary repairs to the deck or skirt boards, within 3 years, shall be made by SMC at no cost to the owner.

Accessory Warranty:

All accessories have a three (3) year warranty after the date of installation. Any necessary repairs to the accessories, within 3 years, shall be made SMC at no cost to the owner.

5-YEAR LIMITED WARRANTY

ALL-SEASONS PIERS

Throughout the term of the five (5) year Limited Warranty for All-Seasons Piers, Summerset Marine Construction (SMC) pledges to bear all costs associated with the parts and labor needed for the repair or replacement of any component provided by SMC that is found to be defective in material or workmanship. Authorized dealers will perform these services, using either new or refurbished parts. This Limited Warranty is not transferable and only applies to the original owner.

What is Covered:

Pier Structure Warranty:

The pier structure warranty lasts for a period of five (5) years after the date of installation. Any repairs to the pier structure, within five (5) years, shall be made by SMC at no cost to the owner.

In the event there are repairs in the first five (5) years, which cannot be resolved by SMC, SMC will remove the pier structure and replace it with a Lifetime Classic (LC) or Lifetime Minimalist (LM) removable pier. The LC/LM pier shall be constructed in a similar configuration as the pier it is replacing. The LC/LM pier shall be provided at no cost to the customer, assuming the footprint and configuration do not change.

Deck and Skirt Board Warranty:

The deck and skirt board warranty lasts for a period of three (3) years after the date of installation. Any necessary repairs to the deck or skirt boards, within 3 years, shall be made by SMC at no cost to the owner.

Accessory Warranty:

All accessories have a three (3) year warranty after the date of installation. Any necessary repairs to the accessories, within 3 years, shall be made by SMC at no cost to the owner.

Warranty Limitations:

The warranty is null and void if the pier, decking, or accessories are assembled, installed, serviced, or seasonally removed by anyone other than SMC or an authorized dealer.

The warranty coverage is strictly limited to the original purchaser of the pier from SMC or an authorized Lifetime dealer. The warranty term begins on the date of installation. The warranty does not extend to the new owners in the event of resale.

Summerset Marine's warranty does not cover the repair costs for damages caused by "Environmental Factors" or "Acts of God". "Environmental factors" include elements such as chemicals, tree sap, animal damage, salt, ocean spray, and water hazards. "Acts of God" encompass natural events such as rainstorms, hailstorms, windstorms, tornadoes, sandstorms, lightning, floods, and earthquakes.

Damages or conditions caused by fire, accidents, abuse, negligence, misuse, tampering with parts, improper adjustments or alterations, or any modifications to your Lifetime lift that deviate from Lifetime Manufacturing specifications are not covered.

Lifetime Minimalist and Lifetime Classic piers are designed to be seasonally removed to avoid exposure to ice. If either of these piers are exposed to ice at any point the warranty is null and void.

The pier structure and accessories should never be submerged in water due to flooding or water fluctuation. If the pier or accessories is submerged in water the warranty is null and void. The customer is solely responsible for ensuring the proper pier height.

This warranty does not apply to piers located in the Great Lakes or adjacent bays. Piers in these locations have a separate warranty.

Unauthorized modifications, including the installation of after-market components not produced by Lifetime or SMC, are discouraged and will void the warranty.

Any components or equipment that is not manufactured by SMC is not covered under this warranty and the warranty information can be found on the manufacturer's website.

These warranties do not cover corrosion, paint, or finishes.

This warranty does not cover piers used in commercial applications.

Limitation of Liability:

TO THE FULLEST EXTENT PERMITTED BY LAW, REGARDLESS OF THE FORM OF THE CLAIM OR CAUSE OF ACTION (WHETHER BASED IN CONTRACT, NEGLIGENCE, STRICT LIABILITY, OTHER TORT OR OTHERWISE), IN NO EVENT SHALL Summerset Marine Construction's LIABILITY TO YOU UNDER THIS LIMITED WARRANTY OR OTHERWISE ARISING OUT OF THE SALE OF THE PIER TO YOU (A) INCLUDE ANY CONSEQUENTIAL, INDIRECT, INCIDENTAL, SPECIAL, EXEMPLARY OR PUNITIVE DAMAGES, INCLUDING LOST PROFITS OR REVENUES, DAMAGES ARISING OUT OF LOSS OF USE OR OTHER BUSINESS INTERRUPTION DAMAGES, OR (B) EXCEED THE AMOUNT PAID FOR THE APPLICABLE PIER GIVING RISE TO THAT CLAIM OR CAUSE OF ACTION.



David Wall
W3128 Hwy 59
Whitewater, WI 53190
dwall@summersetmarine.com
262-755-8199
2/23/2025

City of Lake Geneva
City Hall
626 Geneva St.
Lake Geneva, WI 53147

**Subject: CITY OF LAKE GENEVA LAGOON PIER CONSTRUCTION PROJECT NO. 2025-03
Proposal for an All-Seasons Pier for the Lagoon**

Dear Members of the City Council,

I am writing to the City of Lake Geneva to consider purchasing an All-Seasons pier from Summerset Marine for the lagoon. As a vital part of the waterfront, the lagoon serves as an important access point for boaters, residents, and visitors. Installing a high-quality, durable, and versatile pier system will greatly enhance the usability, safety, and aesthetic appeal of this important public resource.

Summerset Marine's All-Seasons pier offers several key benefits that make it the ideal choice for the lagoon:

1. **Year-Round Durability** – Designed to withstand Wisconsin's harsh winters, the All-Seasons pier eliminates the need for wood repairs and paint, reducing long-term maintenance expenses.
2. **Enhanced Safety & Accessibility** – With its stable pipe and steel foundation, non-slip surface, this pier ensures safe and easy access.
3. **Aesthetic & Environmental Considerations** – The pier's sleek design will complement the natural beauty of the lagoon, while its environmentally friendly materials (HDPE decking made with a portion of recycled plastic) and construction minimize impact on the surrounding ecosystem.
4. **Unmatched Longevity & Value** – Built with high-quality, long-lasting materials, the All-Seasons pier has a 5-year warranty but is designed to last **75 to 100+ years**, making it a long-term investment that will serve the community for generations. Its durability reduces the need for costly replacements, making it the most cost-effective solution over time.

5. **Enhanced Water Flow & Aquatic Ecosystem Health** – Unlike traditional floating piers (which Summerset Marine does manufacture but we don't recommend for this location), which can significantly restrict water movement, the All-Seasons Pier is designed to promote superior water circulation with limited pipe supports in contact with the water. This improved flow minimizes sediment buildup, supports higher water quality, and reduces the accumulation of seaweed and debris. Additionally, its open framework allows more sunlight to penetrate the water, fostering the growth of beneficial aquatic plant life and creating a healthier habitat for fish and other wildlife.

In contrast, floating piers can severely impede natural water movement, leading to debris accumulation. (additional water-way maintenance to remove this excessive floating debris will increase yearly expenses). During heavy rain events—such as the significant flooding in September 2017, (see below) current spillway and dam were not designed with this water outflow impediment. The All-Seasons Pier mitigates these risks by allowing greater movement of water, reducing debris collection, and ensuring a cleaner, more navigable waterway year-round.

September 2019



6. **Delivery and Installation-** If order is placed before middle of March 2025, current scheduling of manufacturing, delivery and installation could be completed in May/ June of 2025 depending on order flow and manufacturing & installation capacity. Delivery/Installation verified upon order receipt.

Bid Proposal Specifications

Project: Summerset Marine All-Seasons 5" Pipe Pier System

Scope of Work:

1. Main Walkway:

- The primary pier extends from west to east, measuring 4 feet in width and approximately 94.5 feet in length, with an additional 4-foot-wide by 50.4-foot-long section on the east side.
- Constructed with 2" x 4" steel rails, metal cross-bracing, and structural supports.
- Steel frame sections are either 10 or 12 feet in length, supported by 5" dia Schedule 40 steel pipes driven into the lagoon bottom until resistance is met.
- Each 5" pier support pipe is 30 feet long and driven into the bottom until substantial resistance is met. If less than 30' is needed it will be cut and if resistance is not met by 30' then an additional pipe will be added and a charge will be incurred. The current assessment is that 30' pipe should be adequate for this project location.

2. Walkways (West and East Sides):

- Two walkways, each measuring 4 feet wide by 20 feet long, constructed with the same materials and methods as the main walkway.

3. Boat Slips:

- A total of 17 boat slips, each 20 feet in length and 8.5 feet in width.
- Due to space constraints, an additional 3 boat slips will be provided, each measuring 18 feet in length and 8.5 feet in width.

4. Pier Fingers:

- Seventeen (17) pier fingers, each 12 inches wide by 20 feet long.
- Three (3) additional shorter pier fingers, each 12 inches wide by 18 feet long, located near the east-side outlet.
- Each finger is constructed using welded 2" x 4" steel tubing with cross-bracing.
- Each 20-foot pier finger is supported by two (2) 5" pipes driven into the lagoon bottom.
- Slip Fingers that are next to the see wall will have an additional 5" dia pipe. Note that connecting to the seawall will be mainly used during installation and the extra pipe will make the fingers self supporting.

5. Materials & Finishes:

- Side skirts will be composed of composite HDPE material.
- Decking will also be made of HDPE; standard color for Geneva Lake side skirts is white, while decking color options include white or light gray.

6. Boat Mooring Features:

- Each boat slip will be equipped with six (6) cleats for secure mooring. Similar to these.

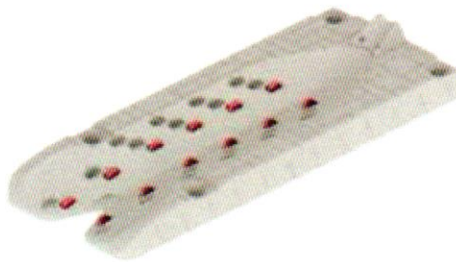


OPTIONAL ITEMS- Recommended but not included in main quote

- Corner bumper to aid in landing the boats. (Total of 40 bumpers) \$3,168



- Personal Water Craft (PWC) located on the West Side next to the bridge
 - Optional 4 Personal Water Craft ports. (\$12,918 for-qty (4))
 - 3 PWC ports that accommodate 6' long wave runners
 - 1 PWC port that accommodates 5' long waver runner



Optional Railing for Main Pier Sections 150'

- To provide a custom single side aluminum railing for the main pier section (150') along the spillway estimated cost of \$27,000



Investing in a high-quality pier system will not only improve the functionality of the lagoon but will also enhance overall experience for residents and visitors, supporting tourism and recreational activities that are essential to Lake Geneva's economy.

I urge the City to take this opportunity to improve the waterfront infrastructure by partnering with Summerset Marine for this essential upgrade. I would be happy to discuss this proposal further and provide additional information as needed.

Thank you for your time and consideration. I look forward to your response.

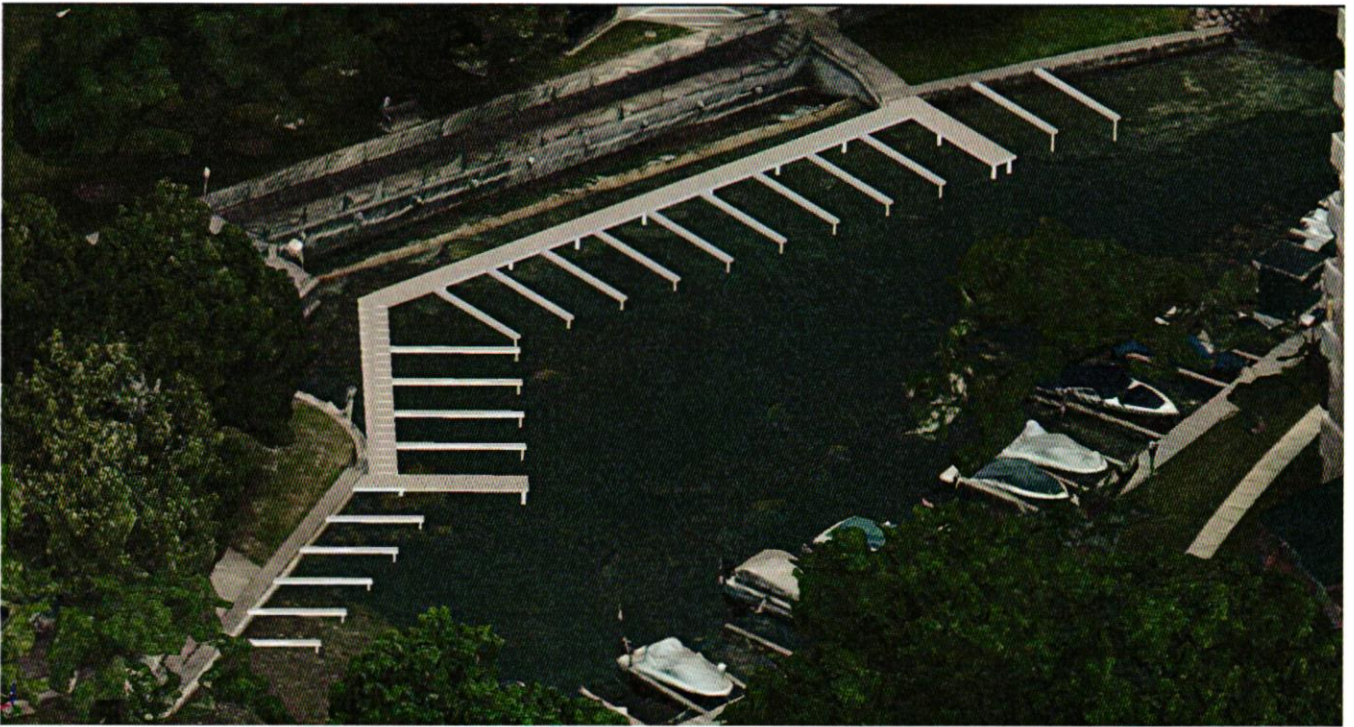
Sincerely,

David Wall

Sales Engineer

Summerset Marine Construction

Cell: 262-755-8199



RENDITION OF SOUTHWEST VIEW

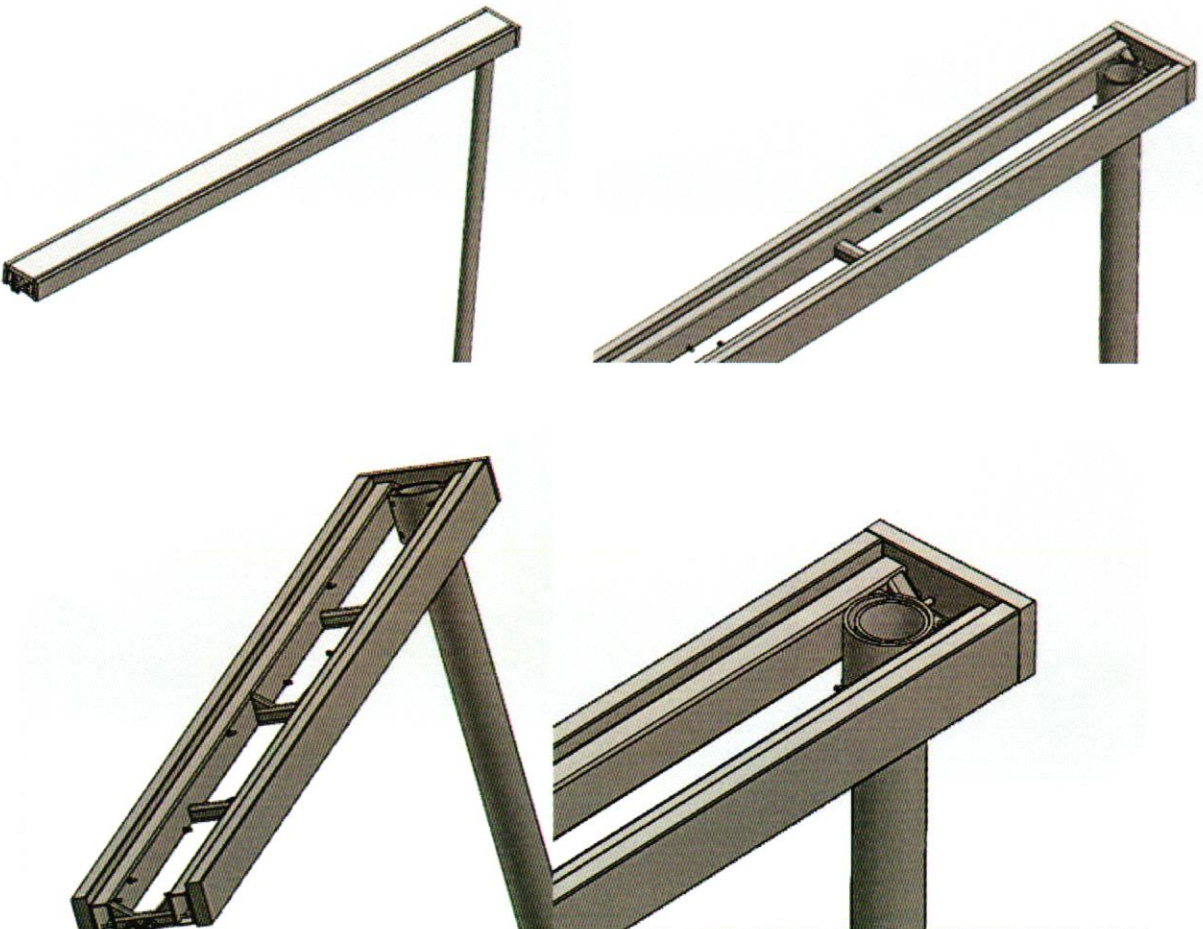


RENDITION OF EAST VIEW

ENGINEERING DRAWING OF PIER STRUCTURE



BOAT SLIP PIER FINGERS 12" x 20' RENDITION



**CITY OF LAKE GENEVA
LAGOON PIER CONSTRUCTION
WRIGLEY DRIVE
PROJECT NO. 2025-03
BID PROPOSAL FORM**

CITY OF LAKE GENEVA
626 GENEVA STREET
LAKE GENEVA, WI 53147
262-249-3673

For questions, contact Harbormaster Nicia at:
Email: harbormaster@cityoflakegeneva.gov

PROPOSAL FOR: Lagoon Pier Construction
City of Lake Geneva
Walworth County, Wisconsin

DATE: FEBRUARY 12th, 2025
TIME: 10:00 AM
PLACE: City Hall 626 Geneva Street
Lake Geneva, WI 53147

BID: The undersigned, having been familiarized with the local conditions affecting the cost of the work, including the Notice to Bidders, Instructions to Bidders, Specifications, and any or all addenda thereto, as prepared by the City of Lake Geneva, the contractor proposes to provide and furnish all labor, materials, necessary tools, equipment, utilities, transportation and services necessary to construct the pier in the identified lagoon area

Three Hundred Seventy-eight thousand five hundred forty-three dollars and 00/100 **Dollars \$ 378,543.00**
(Write Bid amount in Words) (Write Bid amount in Numbers)

Five (5) percent bond included: \$ _____ **BID OPTION SELECTED:** ☒ 1 ☐ 2 ☐ 3

I hereby certify that all statements herein are made on behalf of RADTKE CONTRACTORS, INC (enter name of Corporation, Partnership or Person submitting bid) and that I have examined and carefully prepared this Proposal from the specifications and that I have full authority to make such statements and submit this Proposal.

Name: Thomas Radtke **Title or Position:** President

Signature: [Signature] **Date:** 2/18/2025

Respectively submitted,

Company Name: RADTKE CONTRACTORS, INC **Phone:** (920) 582-4114

Company Address: 6408 CROSS ROAD
WINNECONNE WI 54986

Acceptance by the City of Lake Geneva

City Clerk: Lacey Reynolds

Interim City Administrator: David De Angelis

Signature: _____ Date: ____/____/2025

Signature: _____ Date: ____/____/2025

Witnesseth that, pursuant to the provisions of Sec. 62.29 of the Wisconsin Statutes, and by the authority vested in the City Council, the City of Lake Geneva has awarded the work to the above-signed contractor.

The City of Lake Geneva confirms that adequate funds are available and dedicated for this project.

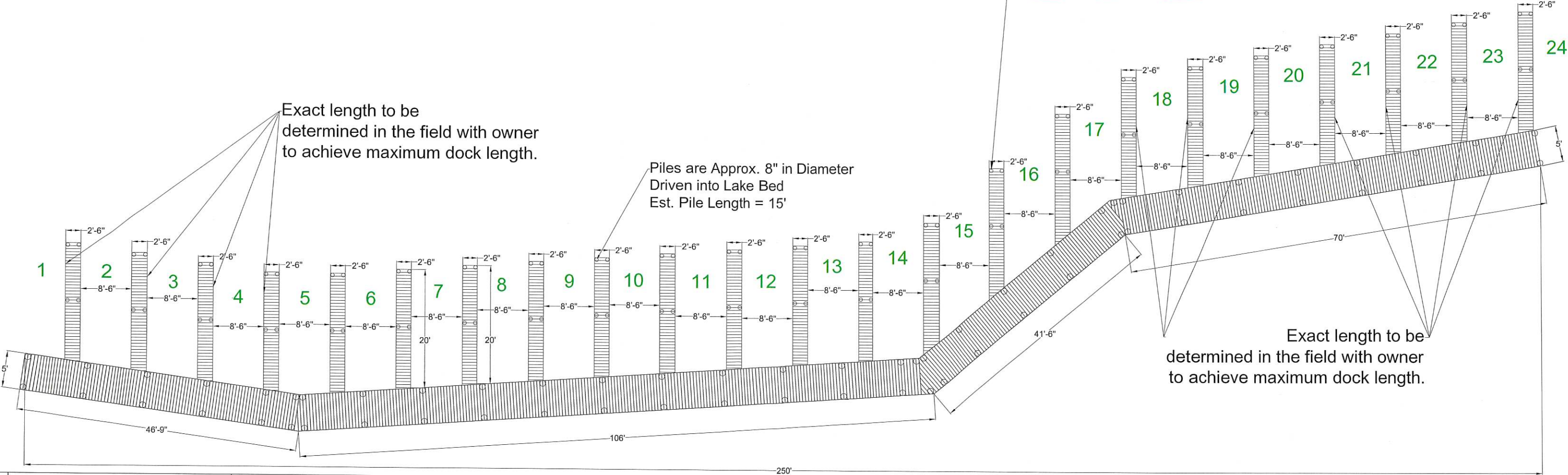
City of Lake Geneva Comptroller: Laura Pisarcik

Signature: _____ Date: ____/____/2025

LENGTH DRAWN FOR 250'
24 Slips - 8' 6" Wide
Slip Dock Length - 20'
Slip Dock Width - 30"
Wharf Length - Approx. 264'
Wharf Width - 5'
Can Be Changed if Needed

Pile Driven Timber Docks

Piles can be 2' above Dock for Boat Bumper Rub Rail and Tie Up or Can be Flush Under Deck See Photos for Examples



PO Box 6000, Winneconne, WI 54986 Sales@radtkecontractors.com Phone: 920-582-4114 Since 1965

All designs remain property of Radtke Contractors, Inc. Use or duplication without the expressed written consent of Radtke Contractors, Inc. is prohibited.

Drawn Specifically For:

Lake Geneva Lagoon Pier

DATE:

2/21/2025

City of Lake Geneva,

Radtke Contractors has 50 years' experience in the Marine Industry with thousands of installed projects. Our extensive experience proves longevity with minimal maintenance and builds equity in your property with the Radtke name. Thank you for choosing us.

The photos included in this packet are examples of projects we have completed using SYP. The project proposed will be the same as our examples using Doug Fir and painted white.

Radtke Contractors' permanent timber pile-driven docks and lifts are manufactured in Winneconne, WI and installed by our own crews onsite by crane and barge.

The wood piles used are approximately 8" in diameter and estimated 15' in length. Pile driving is done with a pile driver couple unit that weighs approximately 7,000 pounds and meets all State specifications to drive to the proper depth. The dock has 2" x 8" framing and 2" x 6" decking. All materials are Douglas Fir and painted with two (2) coats of white paint.

- 1. Pile Driving Equipment to meet State specifications. 3000# pile hammer to drive piles to required depth. Lighter pile driving equipment cannot drive piles as deep as State Specified 3000# pile driving equipment.**
- 2. All lumber is Doug Fir and painted with 2 coats of white paint.**

No storms have produced enough wind or waves to dislodge our durable docks and lifts, which is a frequent concern with lightweight aluminum docks and lifts that can cause extensive damage to the dock and / or property.

Radtke products are an investment with a return that far exceeds other products in the same 30 to 40-year time span. Our products add value and are salable in the future if you choose.

The peace of mind knowing that Radtke products are safe and strong should put you at ease with future ongoing expenses. In short, our products are a worthwhile investment for your waterfront for: strength, quality, safety, longevity, and salability.

Thank you,

Micah Heidel



Radtke Contractors, Inc.
PO Box 6000
6408 Cross Road
Winneconne, WI 54986
Office 920-582-4114
www.radtkecontractors.com

Below are all of the docking facilities we have designed and installed over the past 45 years.

1. Designed and built Lakeside Harbor in Oshkosh WI.
2. Design and built docking for Winnebago County several facilities
3. Designed and built Fratellos docking and boardwalk in Oshkosh WI
4. Designed and built River mill condos docking facility
5. Designed and built village of Winneconne docking facility
6. Designed and built village of Fremont docking facility at Friends of Fremont
7. Designed and built docking facility at naughty turtle Fremont WI
8. Designed and built docking facility at Honolulu bar and restaurant
9. Designed and built docking facility at Winneconne condos.
10. Designed and built docking facility at Harbor point Marina Winneconne
11. Designed and built docking facility at Southside Yacht Club Oshkosh WI
12. Designed and built docking facility for Finn and feather restaurant Winneconne Wisconsin
13. Designed and built docking facility 4 bridge bar Fremont WI
14. Designed and built docking facility for Spellman's Marina Oshkosh WI
15. Designed and built River Road Condos Omro Wisconsin
16. Designed and built 3 docking facility for Russ Young development condos Winneconne Wisconsin
17. Designed and built docking system for Terry Eish condos
18. McMahon engineering using our design and product for several municipality installations
19. Martinson and Eisley engineering using our design and product for several municipality installations
20. City of Fond du Lac using our design and product for docking facility
21. City of Oshkosh using our design and product for Several docking facilities.
22. City of Omro using our design and product for several docking facilities
23. Designed and built docking facility for Fond du Lac County several facilities.
24. Hundreds of docks designed and built for private residential.

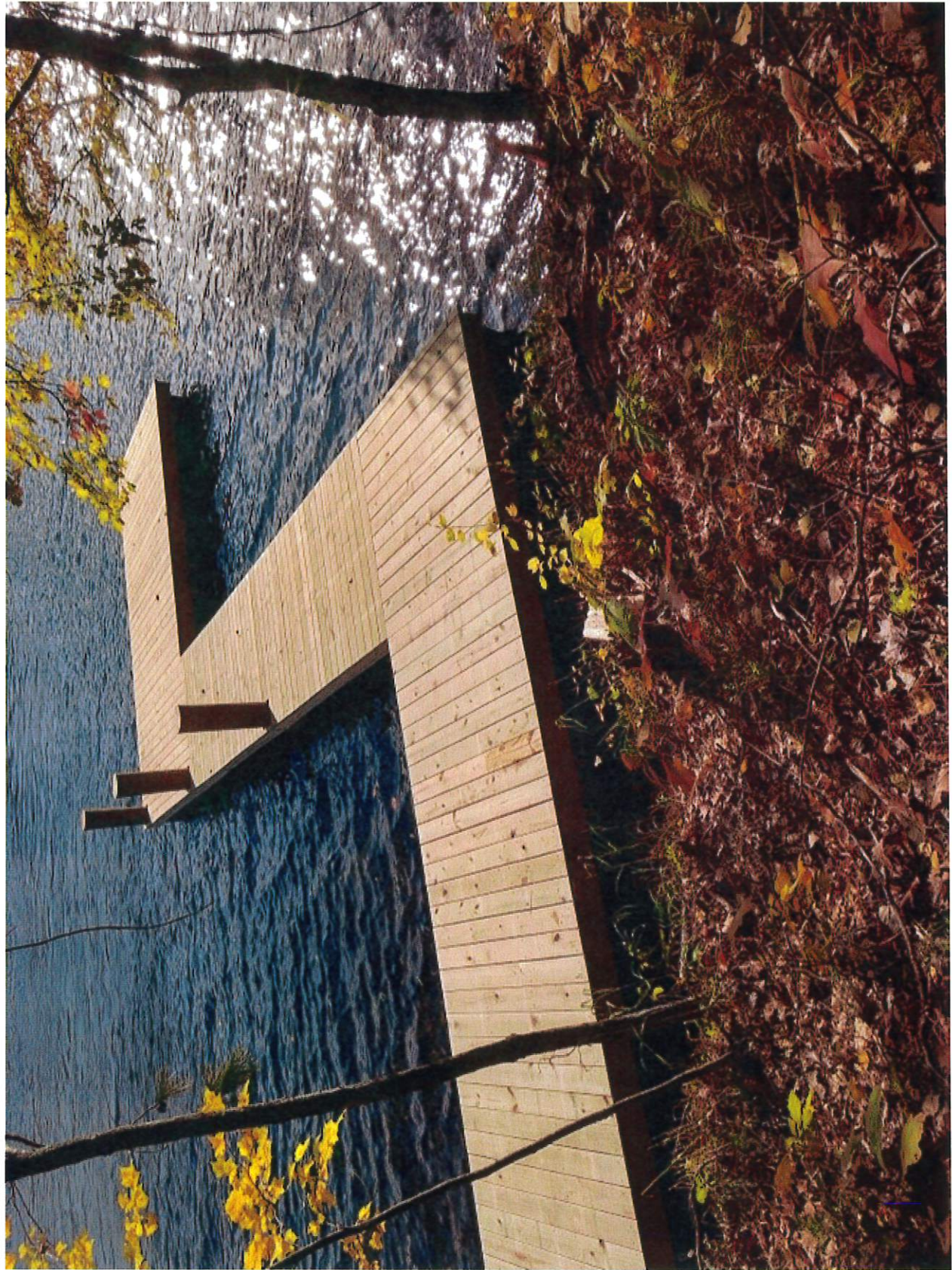


Pile Driving Apparatus



EXAMPLE PHOTO

Piles can be above the deck or flush underneath. Decking will extend to the edge of piling with face board on outside









Piles Flush
under deck

Decking will extend
to edge of piling with
face board on
outside



Piling flush
under deck.

Deck extended to edge
of pilings with face
board on outside

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For questions, contact Harbormaster Nicia at:
Email: harbormaster@cityoflakegeneva.gov

PROPOSAL FOR: Lagoon Pier Construction
City of Lake Geneva
Walworth County, Wisconsin

DATE: FEBRUARY 12th, 2025
TIME: 10:00 AM
PLACE: City Hall 626 Geneva Street
Lake Geneva, WI 53147

BID: The undersigned, having been familiarized with the local conditions affecting the cost of the work, including the Notice to Bidders, Instructions to Bidders, Specifications, and any or all addenda thereto, as prepared by the City of Lake Geneva, the contractor proposes to provide and furnish all labor, materials, necessary tools, equipment, utilities, transportation and services necessary to construct the pier in the identified lagoon area.

Three hundred ninety five thousand, six hundred seventy five ^{dollars} Dollars \$ 395,675.00
(Write Bid amount in Words) (Write Bid amount in Numbers)

Five (5) percent bond included: \$ 19,783.75 BID OPTION SELECTED: 1 ☒ 2 3

I hereby certify that all statements herein are made on behalf of Gage Marine Corp. (enter name of Corporation, Partnership or Person submitting bid) and that I have examined and carefully prepared this Proposal from the specifications and that I have full authority to make such statements and submit this Proposal.

Name: Michael Lawler Title or Position: Pier Service Business Manager
Signature: [Signature] Date: 02/24/2025

Respectfully submitted,

Company Name: Gage Marine Corp. Phone: (262) 245-2100

Company Address: 1 Liechty Dr.
Williams Bay, WI 53191

Acceptance by the City of Lake Geneva

City Clerk: Lacey Reynolds

Interim City Administrator: David De Angelis

Signature: _____ Date: ____/____/2025

Signature: _____ Date: ____/____/2025

Witnesseth that, pursuant to the provisions of Sec. 62.29 of the Wisconsin Statutes, and by the authority vested in the City Council, the City of Lake Geneva has awarded the work to the above-signed contractor.

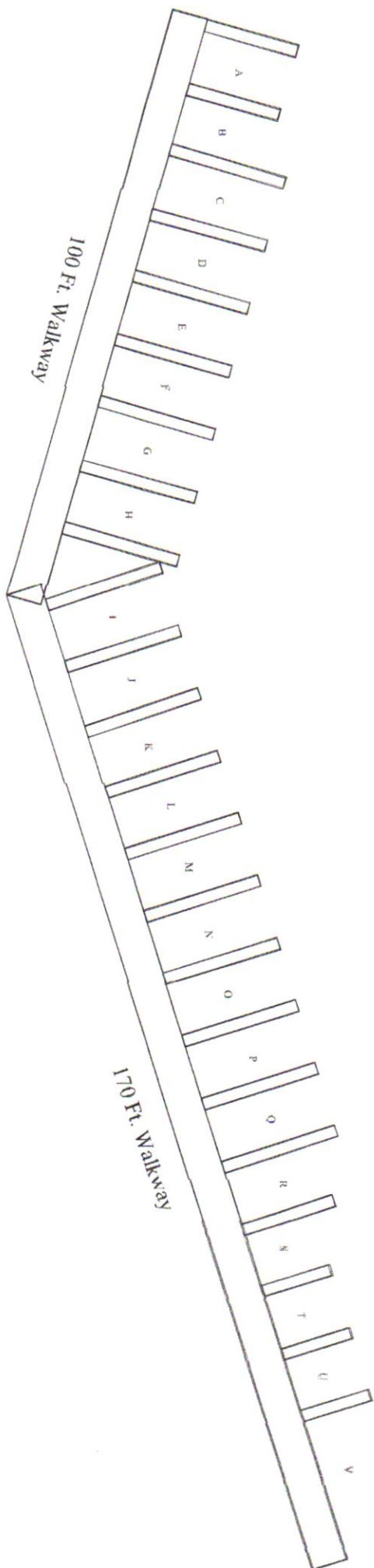
The City of Lake Geneva confirms that adequate funds are available and dedicated for this project.

City of Lake Geneva Comptroller: Laura Pisarcik

Signature: _____ Date: ____/____/2025

Slip Depth List: (All slips 9' wide)

A. 16 Feet	G. 20 Feet	M. 20 Feet	S. 12 Feet
B. 16 Feet	H. 20 Feet	N. 20 Feet	T. 12 Feet
C. 20 Feet	I. 20 Feet	O. 20 Feet	U. 12 Feet
D. 20 Feet	J. 20 Feet	P. 20 Feet	V. 25 Feet left to put PWC lifts
E. 20 Feet	K. 20 Feet	Q. 20 Feet	
F. 20 Feet	L. 20 Feet	R. 16 Feet	



Prepared for:

City of Lake Geneva
626 Geneva St.
Lake Geneva, WI 53147

Prepared by:

Gage Marine Corp
1 Leitchy Dr
Williams Bay, WI 53191



February 21, 2025

Lagoon Pier Bid Description

Gage Marine Corp.

2/21/2025

The attached bid is for a new floating pier system in the Lake Geneva lagoon. The pier system that we would be installing is manufactured by Golden Marine Systems in Fort Myers Florida. This pier system has been a leading standard for floating and permanent piers in Florida for the last 25 years. We have chosen to go with this company for their product standards and durability. Marinas and customers that have used this system have piers in the water well over 25 years with no issues. These piers were designed to withstand the harsh weather and salt water in Florida, so our fresh water lake in a low wake zone like the lagoon, will pose no problem for the Golden pier system.

Specifications for the Pier:

- We have planned for 21 slips in the lagoon along with a walkway area that could accommodate PWC lifts. (shown in layout)
 - 15 slips would be 20 foot long
 - 3 slips would be 16 foot long
 - 3 slips would be 12 foot long
 - 1 - 25 foot walkway to put PWC lifts
- All slips will be 9 foot wide to accommodate an 8'6" boats, east slip walkway will be 2 foot wide
- The main walkway will be 6 foot wide and will be a total of 170 foot long.
- The pier is constructed of an aluminum frame with plastic pontoons on the bottom. Each section has a pontoon allow the system to float and move based on the water levels. The decking is made from white composite material so that it is long lasting and durable. The white composite it allows it to match most of the piers around the lake.
- The pier system has tracks built in to each side and will allow there to be 4 cleats per slip for slip leases to tie-up their boats.
- To stabilize the pier there will be 3" steel poles on either side of the main walkway every ten feet, and 2 poles at the end of each walkway. Poles will be driven into the ground but at 3" they will be able to come out if future dredging is needed for the lagoon. Any pier system built with permanent pilings will make dredging in the future very challenging.

- To connect the pier to land there will be one or two gangplanks built at 6 foot wide. The gangplanks will be bolted to the wall on shore and then rest on the pier to allow access for the slip renters, location of the gangplanks can be determined by the Harbormaster at the time of install.
- Being a floating pier, the pier can raise and lower to accommodate water and ice levels. There are spaces between the floating pontoons to allow unimpeded access to the spillway.

Thank you for your consideration in this lagoon pier project, we are always available if there are any questions. We look forward to your decision.

All the Best,

Michael Lawler

Gage Marine Pier Service

CITY OF LAKE GENEVA
LAGOON PIER CONSTRUCTION
WRIGLEY DRIVE
PROJECT NO. 2025-03
BID PROPOSAL FORM

CITY OF LAKE GENEVA
626 GENEVA STREET
LAKE GENEVA, WI 53147
262-249-3673

For questions, contact Harbormaster Nicia at:
Email: harbormaster@cityoflakegeneva.gov

PROPOSAL FOR: Lagoon Pier Construction
City of Lake Geneva
Walworth County, Wisconsin

DATE: FEBRUARY 19th, 2025
TIME: 10:00 AM
PLACE: City Hall 626 Geneva Street
Lake Geneva, WI 53147

BID: The undersigned, having been familiarized with the local conditions affecting the cost of the work, including the Notice to Bidders, Instructions to Bidders, Specifications, and any or all addenda thereto, as prepared by the City of Lake Geneva, the contractor proposes to provide and furnish all labor, materials, necessary tools, equipment, utilities, transportation and services necessary to construct the pier in the identified lagoon area.

Three hundred sixty thousand Eight hundred fifty five ^{no/}
(Write Bid amount in Words)

Dollars \$ 360855.00
(Write Bid amount in Numbers)

Five (5) percent bond included: \$ 18,050.00 BID OPTION SELECTED: 1 2 ☒ 3

I hereby certify that all statements herein are made on behalf of Lakeshore Pier Service (enter name of Corporation, Partnership or Person submitting bid) and that I have examined and carefully prepared this Proposal from the specifications and that I have full authority to make such statements and submit this Proposal.

Name: DJ Freson Title or Position: President

Signature: [Signature] Date: 2 / 17 / 25

Respectively submitted,

Company Name: Lakeshore Pier Service Phone: (262) 485-2120

Company Address: 700 S. 3rd St.
Palmyra, WI 53156

Acceptance by the City of Lake Geneva

City Clerk: Lacey Reynolds

Interim City Administrator: David De Angelis

Signature: _____ Date: ____/____/2025

Signature: _____ Date: ____/____/2025

Witnesseth that, pursuant to the provisions of Sec. 62.29 of the Wisconsin Statutes, and by the authority vested in the City Council, the City of Lake Geneva has awarded the work to the above-signed contractor.

The City of Lake Geneva confirms that adequate funds are available and dedicated for this project.

City of Lake Geneva Comptroller: Laura Pisarcik

Signature: _____ Date: ____/____/2025

ESTIMATE

Lakeshore Pier Service
700 S 3rd. St
Palmyra, WI 53156

dj@lakeshorepierservice.com
+1 (262) 485-2120
www.lakeshorepierservice.com



Bill to

City of Lake Geneva
626 Geneva St.
Lake Geneva, WI 53147

Ship to

City of Lake Geneva
626 Geneva St.
Lake Geneva, WI 53147

Estimate details

Estimate no.: 4474
Estimate date: 02/10/2025
Expiration date: 04/10/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		New Steel Permanent Pier w/ 5" pipes	New 300' x 4' Steel framed permanent pier. (200'x 4' and 100'x 2.5' wide walkway) - Pier will allow for total of (25) 9.5' wide boat slips with 18" wide walkways - The pier will be constructed with 2" x 4" steel frame. - 5/4" x 6" HDPE decking and skirt will be used. - 4" x 21' steel pipes will be driven for pier supports.	300	\$425.00	\$127,500.00
2.		New Steel Permanent Pier w/ 5" pipes	(15) 20' x 18" slips - (2) 6" x 21' piling will be driven (allowing for 16 boat moorings)	15	\$9,000.00	\$135,000.00
3.		New Steel Permanent Pier w/ 5" pipes	(10) ~15' x 18" slips - (1-2) 6" pilings will be used (allowing for 11 boat moorings) Slip length will vary between 12'-18' where applicable.	10	\$6,750.00	\$67,500.00
4.		Options - Perm Pier	Bumper guard installed around the perimeter of each slip	1	\$2,775.00	\$2,775.00
5.		Options - Perm Pier	(4) Flip-up cleats installed on each slip	112	\$27.50	\$3,080.00
6.		Assembly	Assembly, delivery & installation	1	\$25,000.00	\$25,000.00
7.		Deposit - Pier	If you wish to proceed, a 15% deposit is required at the time of acceptance. The remaining balance is due upon the completion of the project. Please return	1	\$0.00	\$0.00

your deposit with a signed copy of this proposal. Thank you.

8.	Warranty Disclaimer	* Pier has full 5-year warranty. Warranty starts at the completion of installation. Decking material has a limited lifetime manufacturer's warranty.	1	\$0.00	\$0.00
----	---------------------	--	---	--------	--------

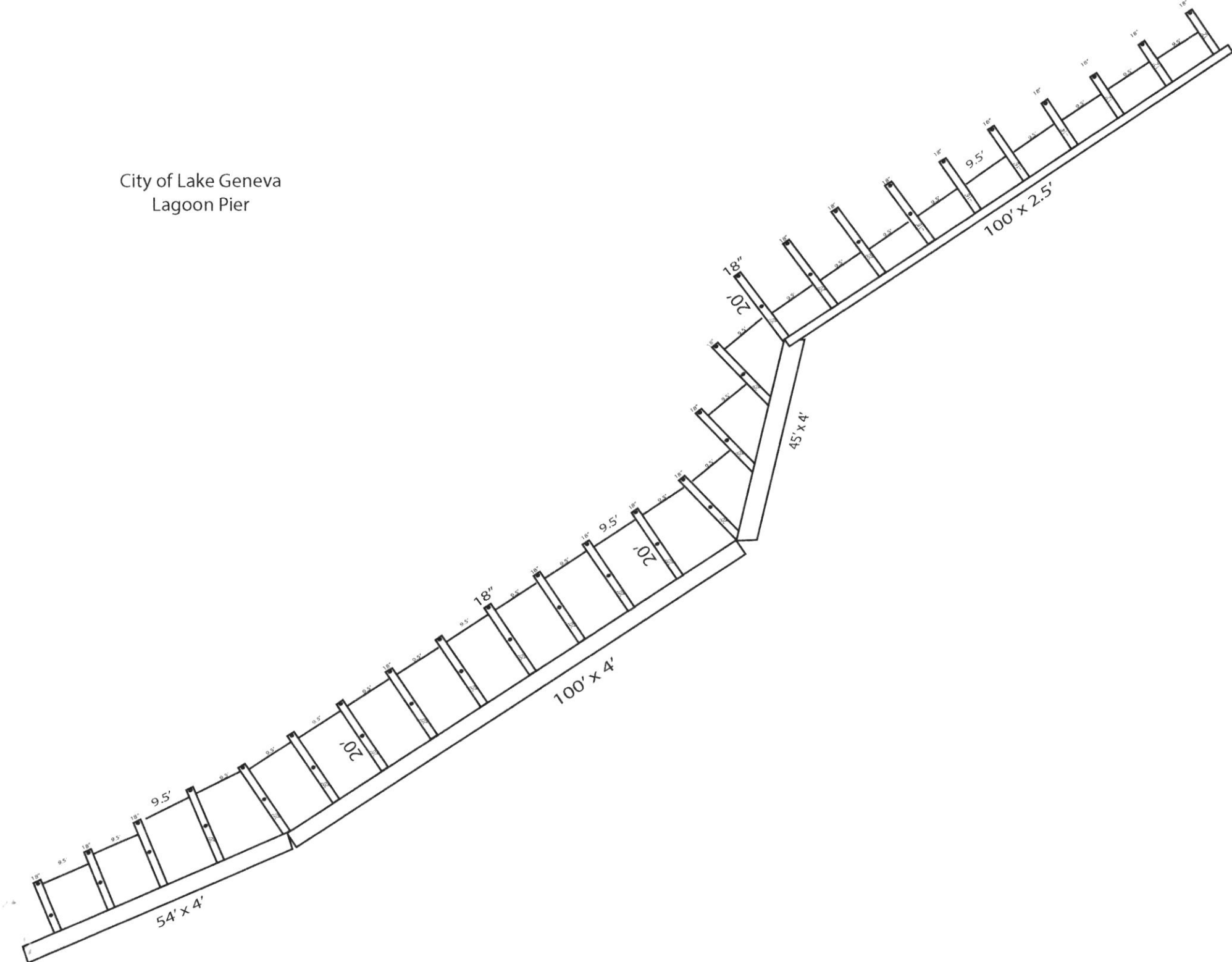
Total	\$360,855.00
--------------	---------------------

Expiry date	04/10/2025
-------------	------------

Accepted date

Accepted by

City of Lake Geneva
Lagoon Pier



**CITY OF LAKE GENEVA
LAGOON PIER CONSTRUCTION
WRIGLEY DRIVE
PROJECT NO. 2025-03
BID PROPOSAL FORM**

CITY OF LAKE GENEVA
626 GENEVA STREET
LAKE GENEVA, WI 53147
262-249-3673

For questions, contact Harbormaster Nicia at:
Email: harbormaster@cityoflakegeneva.gov

PROPOSAL FOR: Lagoon Pier Construction
City of Lake Geneva
Walworth County, Wisconsin

DATE: FEBRUARY 12th, 2025
TIME: 10:00 AM
PLACE: City Hall 626 Geneva Street
Lake Geneva, WI 53147

BID: The undersigned, having been familiarized with the local conditions affecting the cost of the work, including the Notice to Bidders, Instructions to Bidders, Specifications, and any or all addenda thereto, as prepared by the City of Lake Geneva, the contractor proposes to provide and furnish all labor, materials, necessary tools, equipment, utilities, transportation and services necessary to construct the pier in the identified lagoon area.

ONE HUNDRED NINETY NINE THOUSAND DOLLARS — **Dollars \$199,000.00**
(Write Bid amount in Words) (Write Bid amount in Numbers)

Five (5) percent bond included: \$8950.00 **BID OPTION SELECTED:** X 1 ___ 2 ___ 3

I hereby certify that all statements herein are made on behalf of BRUCESKI'S INC (enter name of Corporation, Partnership or Person submitting bid) and that I have examined and carefully prepared this Proposal from the specifications and that I have full authority to make such statements and submit this Proposal.

Name: RYAN BRUCE **Title or Position:** PRESIDENT

Signature: Ryan Bruce **Date:** 2/11/2025

Respectfully submitted,

Company Name: BRUCESKI'S INC. **Phone:** 847-366-4540

Company Address: 1106 S. Crystal Lake RD

McHenry IL 60050

Acceptance by the City of Lake Geneva

City Clerk: Lacey Reynolds

Interim City Administrator: David De Angelis

Signature: _____ Date: ____/____/2025

Signature: _____ Date: ____/____/2025

Witnesseth that, pursuant to the provisions of Sec. 62.29 of the Wisconsin Statutes, and by the authority vested in the City Council, the City of Lake Geneva has awarded the work to the above-signed contractor.

The City of Lake Geneva confirms that adequate funds are available and dedicated for this project.

City of Lake Geneva Comptroller: Laura Pisarcik

Signature: _____ Date: ____/____/2025

Bruce's Inc.

1106 S Crystal Lake Rd

McHenry, IL 60050 US

+18473664540

shannon@bruceskismarine.com

bruceskismarine.com



Estimate

ADDRESS

Harbor master

City of Lake Geneva

ESTIMATE # 1487**DATE 02/11/2025****SALES REP**

Ryan Bruce

ACTIVITY**AMOUNT****Services**

199,000.00

PERMANENT PIER PROPOSAL:

Fabricate 300' long by 3' wide permanent pier/ boardwalk with adjustable collars and pilings inside of pier frame.

-10 Fingers 2' X20'. Slips to be a minimum of 9' wide each with center divider pole to prevent boats from hitting each other.

-Pier Frames will be made of 4"x 4" X 1/4" thick angle iron with adjustable collars at each support piling. Pilings will be 21'long schedule 40 poles with 1/4" wall, will be driven to point of resistance and be cut off under dock.

- Decked with treated 2x6 stringers and attached with galvanized hardware.

- Lumber rock composite deck boards with stainless screws, skirted with Lumber rock 2"x8" Skirting to cover up exposed metal frame.

*Poles are fabricated inside of dock frame to save on space requirements to fit boats between piers.

**Additional fees may apply if longer pipe are needed to reach point of resistance when driving pier posts.

Install 2 cleats at each boat slip for boat tie off points.

SUBTOTAL

199,000.00

TAX

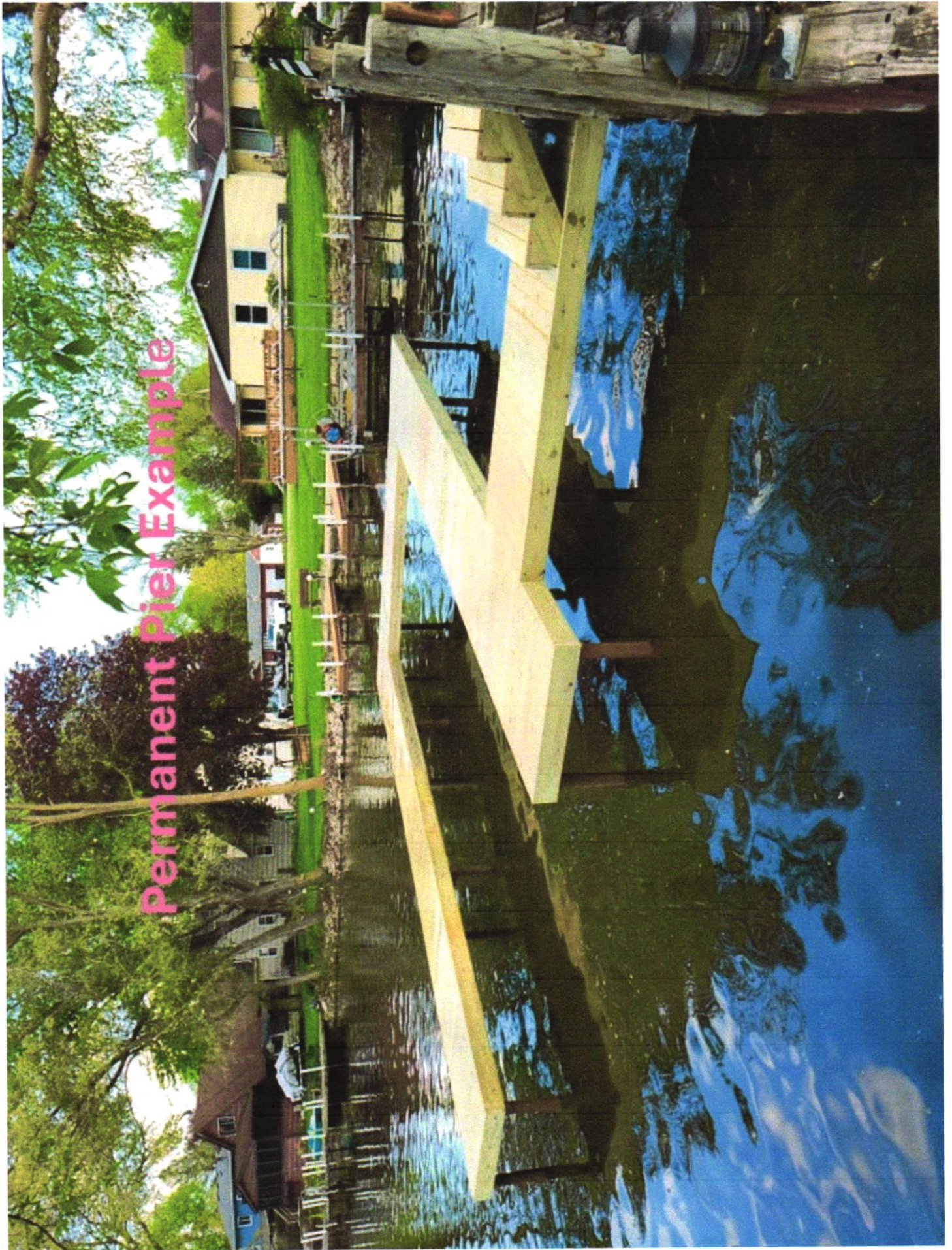
0.00

TOTAL

\$199,000.00

Accepted By

Accepted Date

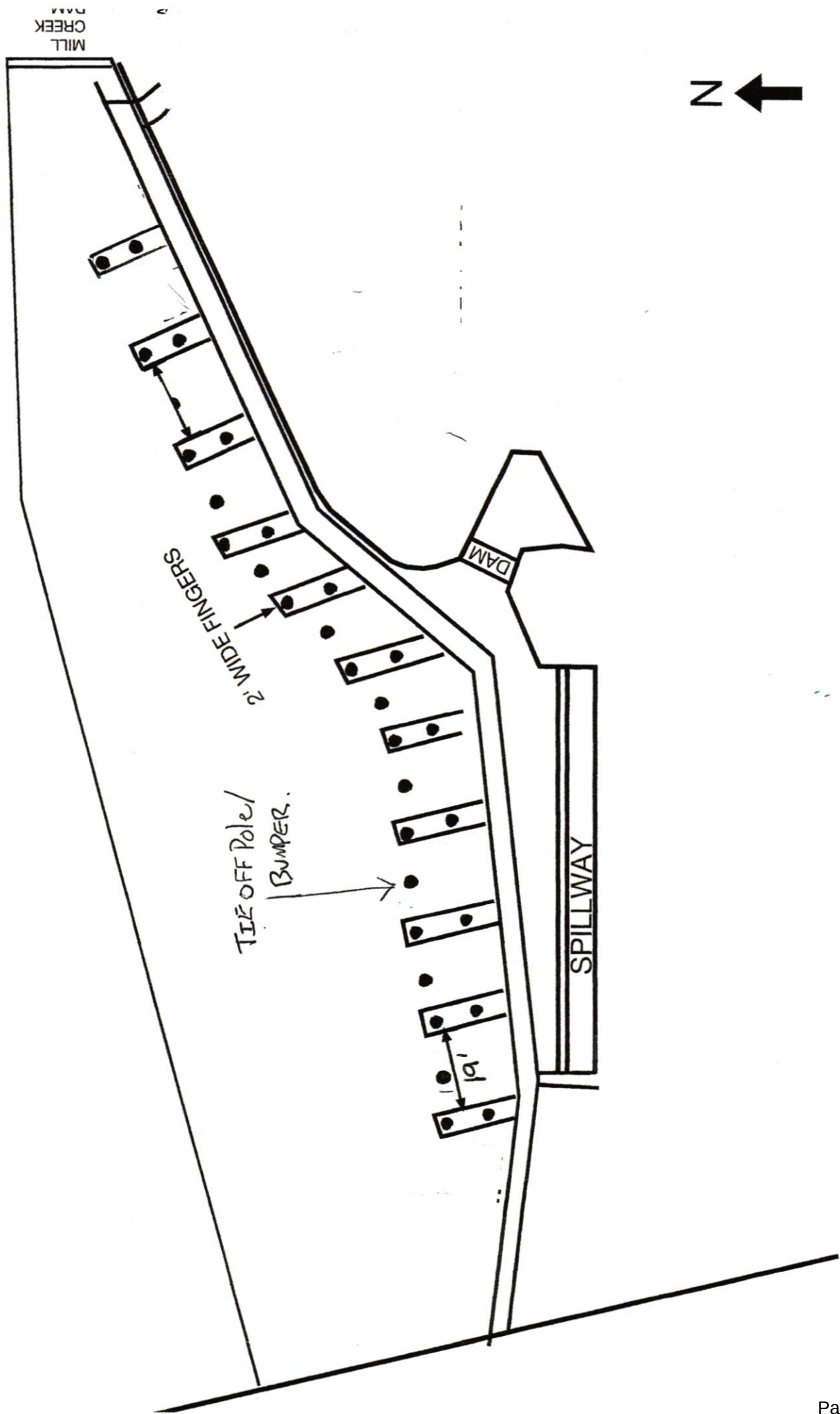


Permanent Pier Example



Example
Becoming a Book

Permanent Pier Layout



**CITY OF LAKE GENEVA
LAGOON PIER CONSTRUCTION
WRIGLEY DRIVE
PROJECT NO. 2025-03
BID PROPOSAL FORM**

CITY OF LAKE GENEVA
626 GENEVA STREET
LAKE GENEVA, WI 53147
262-249-3673

For questions, contact Harbormaster Nicia at:
Email: harbormaster@cityoflakegeneva.gov

PROPOSAL FOR: Lagoon Pier Construction
City of Lake Geneva
Walworth County, Wisconsin

DATE: FEBRUARY 12th, 2025
TIME: 10:00 AM
PLACE: City Hall 626 Geneva Street
Lake Geneva, WI 53147

BID: The undersigned, having been familiarized with the local conditions affecting the cost of the work, including the Notice to Bidders, Instructions to Bidders, Specifications, and any or all addenda thereto, as prepared by the City of Lake Geneva, the contractor proposes to provide and furnish all labor, materials, necessary tools, equipment, utilities, transportation and services necessary to construct the pier in the identified lagoon area.

Two hundred twenty thousand dollars ⁰⁰/₁₀₀
(Write Bid amount in Words)

Dollars \$ 220,000 ⁰⁰
(Write Bid amount in Numbers)

Five (5) percent bond included: \$ 11,000 ⁰⁰ **BID OPTION SELECTED:** 1 X 2 3

I hereby certify that all statements herein are made on behalf of BruceSkis Inc (enter name of Corporation, Partnership or Person submitting bid) and that I have examined and carefully prepared this Proposal from the specifications and that I have full authority to make such statements and submit this Proposal.

Name: Ryan Bruce Title or Position: Owner/Operator
Signature: [Signature] Date: 2 / 11 / 2025

Respectively submitted,

Company Name: BruceSkis Inc Phone: (847) 366-4540

Company Address: 1106 S. Crystal Lake Rd.
McHenry, IL. 60050

Acceptance by the City of Lake Geneva

City Clerk: Lacey Reynolds

Interim City Administrator: David De Angelis

Signature: _____ Date: ____/____/2025

Signature: _____ Date: ____/____/2025

Witnesseth that, pursuant to the provisions of Sec. 62.29 of the Wisconsin Statutes, and by the authority vested in the City Council, the City of Lake Geneva has awarded the work to the above-signed contractor.

The City of Lake Geneva confirms that adequate funds are available and dedicated for this project.

City of Lake Geneva Comptroller: Laura Pisarcik

Signature: _____ Date: ____/____/2025



MARICORP

February 22, 2024

Bruceski's Marine
99 Kazimour Dr
Unit C
Port Barrington, IL 60010
shannon@bruceskismarine.com

RE: City of Lake Geneva Lagoon Docks, 626 Geneva Street, Lake Geneva, Walworth County, WI

Mr. Ryan Bruce,

MariCorp US, LLC, appreciates the opportunity to provide a proposal on this project. We hope to earn your current and future business by providing superior customer service and products that will stand up to the challenges a marina setting on Lake Geneva presents for years. We know that our product's qualities are second to none, and we hope that any questions concerning product comparisons between ours and another product are addressed so we can provide answers to aid in your decision. We propose the following:

Specifications for the new dock:

- **Substructure:** Substructure frames are 12" tall with (2) -18" diagonal opposing truss web members on each side of the frame in each 4' section and crossways between boxes. (2) Diagonal members between the two bottom chords in every 4' section. Frames fabricated using $1\frac{1}{2}" \times 1\frac{1}{2}" \times \frac{3}{16}"$ structure chords, $1\frac{1}{2}" \times 1\frac{1}{2}" \times \frac{3}{16}"$ trusses, and verticals $1\frac{1}{2}" \times 1\frac{1}{2}" \times \frac{3}{16}"$ diagonals with $3" \times 3" \times \frac{3}{16}"$ angle at connections points. Frame-to-frame connections utilize (8) $\frac{1}{2}" \times 1\frac{1}{2}"$ yellow zinc finish Grade 8 bolts and zinc-plated Grade A lock nuts.
- **16" Floats:** Roto-molded float (.150" nominal wall thickness) with encapsulated polystyrene. Floatation meets the U.S. Army Corps of Engineers regulation #36 CFR part 27 and the "Hunt" water absorption test. Floatation has square reinforced corners and molded mounting slots. Floats will be attached to the substructure of the dock with $\frac{3}{8}" \times 3"$ zinc-plated thread-cutting screws.
- **Decking:** $2" \times 6"$ treated lumber running crossways, attached to $2" \times 4"$ runners on 24" centers with galvanized deck screws. Runners are attached to the frame with #12 $2\frac{3}{4}"$ epoxy-coated self-drilling screws.
- **Anchoring:** (24) Select Series telescoping spuds with 6" schedule 40 collar, 5" x schedule 40 x 10' casing, and 4" x schedule 40 x 21' spud pole.
- **Gangway:** None
- **Accessories:** Black vinyl rub rail at head piers and finger ends, Double $2" \times 6"$ & $2" \times 8"$ treated lumber skirt board on entire dock perimeter, 10" Side-Mount Cleats (4 Per Finger, 12 PWC Ports with mounting hardware.

FRAMES, ANCHORS, COLUMNS, BRACING, RAILING, AND OTHER STEEL COMPONENTS MANUFACTURED BY MARICORP U.S. ARE HOT DIP GALVANIZED AFTER FABRICATION. GALVANIZED OR GALVALUME-COATED PURLINS. ROOF SHEETS GALVALUME COATED OR GALVALUME COATED AND PAINTED.

Deliver and Pre-assembled the following docks:

Lagoon Docks: A 17 x 300' open dock with 22- $8'6" \times 17'$ single-sided slips and a 3' Head pier, all with 2' wide fingers with side tie cleats.

The above-described dock was installed for \$220,000.00

Terms: To be determined.

Ed Snyder, CMM | Regional Sales Manager | ed.snyder@mcus.com
PO Box 701 | Shell Knob, MO 65747 | 417-858-8814 | www.maricorp.com

1. *Chlorophyll*



2. *Carotenoids*

3. *Xanthophylls*

4. *Phycobilins*

5. *Phaeophytins*

6. *Phaeoerythrin*

7. *Phaeo-*fucoxanthin**

8. *Peridinin*

9. *Alloxanthin*

10. *Chlorophyll *a**

11. *Chlorophyll *b**

12. *Chlorophyll *c**

13. *Chlorophyll *d**



MARICORP

America's Trusted Marina Builder

BruceSkI's Marine Construction

99 Kazimour Dr. Unit C

Port Barrington, IL. 60010

847-366-4540

Bruceskismarine.com



877.858.DOCK

MariCorp.com

27882 State Hwy 39, Suite #1, Shell Knob, MO 65747

GENEVA LAKE ENVIRONMENTAL AGENCY (GLEA)
WILLIAMS BAY, WISCONSIN
The monthly business meeting of GLEA will be held at the Agency's office.
105 N Elkhorn Rd., Williams Bay, WI 53191
Thursday, June 20, 2024, at 5:00 pm.
Minutes

GLEA Board of Directors Meeting was called to order at 5:00 pm, Thursday June 20, 2024, by Vice Chair M.J. Fesenmaier.

Roll Call

Board Members/ Staff Present: R. Pappas (F), M.J. Fesenmaier (LG), A. Rasch (W), R. Umans & L. Lundberg (WB), J. Schmidt (Director), A. Townsend (Admin. Asst.), H. Huss (Intern), T. Jochman (Attorney).

Guest Present: D. Malmin.

Board Members/ Staff Absent: P. Kenny(F), J. Weiss & C. McAdam(L).

General Business:

Public Comments

D. Malmin reported that the YMCA property has been bought and is being cleaned up.

1. **Motion by R. Umans to approve May 16, 2024, Board of Directors meeting minutes. Seconded by A. Rasch. CU.**
2. **Monthly Review Items:**
 - a. **Motion to approve May 2024 Income Statement by R. Umans. Seconded by R. Pappas. CU.**
 - b. **Motion to approve May 2024 Balance Sheet by R. Umans. Seconded by R. Pappas. CU.**
 - c. Bookkeepers May 2024 Disbursement report was made available for review.
 - d. Bookkeepers May 2024 Donation report was made available for review.
 - e. **Motion to approve May 2024 Treasure's report by A. Rasch. Seconded by R. Pappas. CU.**
 - f. **Motion to approve Intern's report & Director's Report for May-June 2024 by R. Pappas. Seconded by R. Umans. CU.**

Possible action on the following business.

1. Human Resources

a) Citizen Representatives

It was requested that we go over the Citizen Representative's Responsibilities. Each municipality has one vote, and if an agreement cannot be reached, the vote of a representative from the governing body shall be counted. No action taken.

2. Water Quality/AIS

a) Mobile CD3 Unit

The Mobile unit has been summarized and is fully functioning. The data plan is currently off, and CD3 contacted us to see if we wanted or needed it; the Director asked him to contact GLC directly, as we do not own the unit.

b) City of Lake Geneva Lagoon Update

Seawall repairs have begun, and a tremendous flow is coming out of the lagoon. There is still no update on if piers will be backing in.

c) USGS Stream Gauge

No update from USGS on moving the unit.

d) Chapter 30 Ordinance Update

Attorney Jochman is amending the ordinance for Villages and City.

e) City of Lake Geneva Riveria Dumpster Issue

Our Conservation Warden and GLEA have been receiving calls regarding the garbage flow into the beach area. There have been several advisories for E. coli at LG3 east end of the beach. GLEA is still doing additional MST testing to try and find a source of E. coli. This testing cost \$500 per test. The city is aware of the issue. **Motion by R. Pappas to cover the dumpster, continue with the MST testing and charge the City of Lake Geneva for the tests. Seconded by R. Umans. CU.**

3. Grants/Projects/Equipment

a) Macroinvertebrate Survey, Aquatic Plant PI, Nearshore Fisheries Survey

The Nearshore Fisheries Survey is scheduled for June 25 and 26. We will have up to 10 Fontana Elementary School ecology club students join us on both days. The Aquatic Plant Survey will be taking place sometime in July. The macroinvertebrate survey will be taking place in September.

b) Ideal Wake Enhancement

Henry and Meghan have been developing an Ideal Wake Enhancement brochure. We are hoping to have a presentation with local marinas and press release.

c) Clean Boats Clean Waters

Only the Village of Fontana has turned in sheets. We will have to send our HS interns to work launches at the other municipalities. If the hours are not met, we will not be eligible for CBCW next year and will have to pay the state.

4. Marketing/Fundraising/Events/Conferences

a) Newsletter

Doing final changes. Look at doing monthly short news blast emails.

b) Exotic Pet Surrender Event 2025

Fontana Elementary School has agreed to host the exotic pet surrender in 2025 at the school's gym. I will be setting up a meeting with JR Rescue and the school to finalize the details for this event.

c) Informational Meeting with DNR

Wednesday June 26, 2024, will be the informational meeting with DNR on Geneva Fisheries, and fishing tournaments. Eight people registered to attend virtually. There was not a required in-person registration.

d) Lake Management Plan Focus Groups

Director Schmidt attended and presented at the Lake Management Plan Focus Group. It was productive, but both days were heavily focused on forming a lake district for Geneva Lake. Forming a waterways commission would be in the best interest of Geneva Lake and the municipalities.

e) Walworth County Lakes Association

GLEA will be hosting the WCLA meeting in October.

5. Municipalities Updates and Reports

a) City of Lake Geneva – New Harbormaster, New City Administrator.

b) Town of Linn – no updates.

c) Village of Fontana – Easement with Bigfoot Country Club. Stormwater Management.

d) Village of Williams Bay – no updates.

e) Town of Walworth -- no updates.

6. New/ Other business items

No other business at this time.

7. Next Meeting Date

a) July 18, 2024, Virtual short meeting.

b) August 15, 2024, 5 pm.

Motion to adjourn at 6:17p.m.by R. Umans. Seconded by A. Rasch. CU.

Dated June 26, 2024. Upon approval, posted at the GLEA office and website <https://www.gleawi.org/>.

These minutes were recorded and transcribed by J. Schmidt, Director. A. Townsend, Admin. Asst.

APPROVED 7/18/2024

Invoice

Phone # 262-245-4532 info@gleawi.org
Fax # 262-245-4533 www.gleawi.org

Date	Invoice #
12/19/2024	568

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

Due Date	Project
12/14/2025	

Description	Amount
MST Testing - LG3 tested 06/17/2024	431.00
MST Testing - LG3 tested 07/08/2024	431.00

Make check out to Geneva Lake Environmental Agency. Thank you.

Total	\$862.00
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Memo

To: Parks Commission, Avian Committee, Tree Board, Cemetery Board, Piers and Harbors Committee and Public Works

From: David De Angelis, Interim City Administrator

cc: Mayor Todd Krause

Date: March 6, 2025

Re: Parks Director Job Description

Please find attached to this memo a copy of the draft Parks Director Job Description as well as the memo which I presented to the Personnel Committee on March 3rd. You are receiving this information to allow for your committee, board or commission the opportunity to share your thoughts and opinions regarding this new position and the assignment of job responsibilities. As this job description follows the City's approved template, please focus your comments on the positions span of control and what the principal duties. Also please remember that job descriptions are intended to capture broad categories and not go into specific tasks or all the projects that may be part of their duties.

The comments once received from all the committees will then be forwarded to the Personnel Committee for consideration and possible modifications to the job description.



Memo

To: Personnel Committee

From: David De Angelis, Interim Administrator

cc: Mayor Krause

Date: February 24, 2025

Re: Parks Director

Please find attached to this memo the updated version of the job description for the Parks Director. This description includes comments and suggestions from staff regarding as well as some changes to the duties and responsibilities and span of control. The principal purpose of this position is one of primarily administrative functions across several areas of the city for the purpose of providing efficient and effective use of our parks, open spaces and facilities as well as hopefully implementing in the future recreational programming.

I have included the oversight of the cemetery administration, not the physical maintenance or operations which would remain with public works, moving forward. It is the intention that this individual would handle the paperwork and the public inquiries regarding the plots and provide planning and regulation oversight for the fund use and future projects. The day-to-day maintenance and interments would still be handled by public works and the sexton.

In addition, I have indicated that this position will become the coordinator for all special events within the city that involve city parks, streets or property. The main purpose for this is to have a one stop person for anyone requesting or putting on an event that can then shepherd them through the process and route the materials and coordinate the street event banners.

It is envisioned that this position will not have its own staff for the purpose of performing park or maintenance, which would not be cost effective, but would coordinate the needs of the parks and cemetery with public works who would staff and provide the equipment necessary for those tasks. It is important to note that as this position evolves and grows with the needs of the city

there may be a future need for an administrative assistant to help support the department, especially if recreational programs are put in place in the future.

It would be my estimation that it will take up to one year for this person to become familiar with the various responsibilities of the role before they are able to start pursuing recreational program opportunities. You may also wish to consider after this person has settled into the role you may wish to review if the harbormasters responsibilities, which includes oversight of the beach, piers, docks, buoy's and the Riveria, should perhaps be added to the parks department and add the harbormaster as a direct report to the Parks Director. This would put all of the recreational activities of the city under one department and one leader allowing for more coordinated management.

If you have any questions please feel free to contact me prior to the meeting.

Parks Director

Department: Parks and Recreation Department

FLSA Status: Exempt

Reports to: City Administrator

Salary Grade: L

General Definition of Work

The Parks Director is responsible for performing a variety of complex professional and administrative work in planning, developing, maintaining, scheduling, and implementing year-around city wide parks and recreation programs and facilities as well as coordinating special events within the City.

Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions

Essential Duties and Responsibilities

General Duties-

- Manage all parks and recreation activities in the City as they are developed and manage any staff which may be added to the department in the future.
- Work cooperatively with The Department of Public Works, which schedules and performs all the maintenance of the parks and the cemetery.
- Be the coordinator for all special events that require permitting through the city and manage the placement of street banners for events.
- Handle all administrative functions of the cemetery including public interactions, oversight of budget and planning and projects. Serve as a principal staff for the Park Board the Cemetery Board, The Tree Board, The Avian Committee. Assist and develop plans with the committees to maintain the City of Lake Geneva as the "Tree City" and "Bird City" statuses and any other related awards, titles or recognitions.
- Coordinate reports completed on Park studies and updates of Parks department for major decision-making purposes with the City Administrator and any other interested groups.
- Provide exemplary customer service by responding to requests, complaints, and/or comments in a timely manner.
- Manage the office for the Parks Division; keeping all files up to date, both physical and digital, requisition supplies, equipment, and services as needed.

Strategic and Long-Range Planning-

- Provide Leadership and direction in the development of long- and short-range plans for the department.
- Interpret, gather, and prepare data for studies, reports and recommendations and coordinate department activities with other departments and agencies for any studies or plans.
- Develops and reviews new programs for Recreation and Park needs.
- Develops and coordinates with City Boards, Commissions and Committees, the YMCA, the School District, Community, and other organizations in the use of the Parks for future year-around programs, activities, and functions for children, adults, seniors, and those with disabilities for any activities at the parks.

- Develop and maintain a catalog notifying the public of recreational offerings including the use of the City website, social media and other media.
- Develops, maintains, and implements a Park and Recreation Master Plan in conformance with the Comprehensive Plan.
- Reviews and considers all projects and programs for their sustainability.

Supervision-

- Supervise and manage the planning of any new park developments, playgrounds amenities, coordinate necessary resources for proper construction and maintenance of Park Facilities.

Budget-

- Responsible for the development and maintenance of the Parks department budget including program, operating and capital budgets. Research, pursue, and draft applications for grant opportunities

Knowledge, Skills and Abilities

- Skilled at establishing and maintaining cooperative relationships with employees and citizens.
- Ability to problem solve and deal with a variety of situations where only limited standardization may exist.
- Ability to interpret a variety of instructions furnished in written, oral, diagram or schedule form while making decisions in accordance with City rules, regulations, and policies.
- Knowledge of ADA compliance.
- Excellent oral and written communication skills with both employees and customers.
- Must have highly developed organization and prioritization skills to meet the needs of customers and park operations.
- Must be able to carry out various administrative and clerical duties with little supervision using time and resources effectively.
- Knowledge of various business computer hardware and software. Ability to learn and become proficient in new software applications.
- Adaptable to a fluid and dynamic work environment.
- Strong attention to detail, prompt, and dependable.

Education and Experience

- Education: bachelor's degree in Recreation Management, Public Administration, or a closely related field is preferred.
- Master's degree in Recreation, Park and Resource Management, or Community Resources and Development, or closely related field is preferred.
- A minimum of five years of parks and recreation experience or related equivalent.
- At least two years of professional managerial experience involving budgeting, program planning and development, and comprehensive supervisory responsibilities.
- CPRP certification (Certified Park and Recreation Professional). Or must successfully obtain it within the first year of hire.
- Experience in or ability to learn GIS software applications.
- Proficiency in a variety of computer programs including: Microsoft Office, META platforms, various social media platforms and other related software.

- Experience in financial management, business administration or management, related fields.
- Familiarity with City ordinances, State statutes, procedures, guidelines, and correspondence.
- Proven strong oral and written communication.. Proven ability to present to large groups.
- Must have a valid driver's license.

Physical Demands

- Ability to work evenings and weekends when necessary and when appropriate for attendances at park events, meetings, training, and continuing education.
- The work of the Parks Director is performed both in an office setting with regular work in a field setting. While performing the duties of this job, the employee is frequently required to sit or stand for extended periods of time.
- Must be able to lift and move up to 35 pounds. Must have simple grasping and hand-eye coordination to handle or operate objects, tools, controls, and office equipment.
- Must be able to communicate effectively with a wide spectrum of society on the telephone, in person, and via electronic platforms. Must be able to communicate well with vendors.
- Specific vision abilities required by this job include close vision and the ability to adjust focus.
- Must be able to visit shop environments that include noxious fumes, loud noise levels, and hazardous areas which may require PPE.
- Must be able to work well and interact with various City Departments to provide knowledge and support.

The physical demands described are representative of those that must be met by an employee to successfully perform the essential function of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential function.

The City of Lake Geneva is an Equal Opportunity Employer.