

FINANCE, LICENSE & REGULATION COMMITTEE

MONDAY, APRIL 22, 2013 - 6:00PM

COUNCIL CHAMBERS, CITY HALL

Chairperson Hill called the meeting to order at 6:01 p.m.

Roll Call. Present: Aldermen Kupsik, Lyon, Hougen, Mott and Hill. Also Present: City Administrator Jordan, Comptroller Pollitt, DPW Winkler and City Clerk Hawes.

Approval of Minutes

Hougen/Kupsik motion to approve Finance, License and Regulation Committee meeting minutes of April 8, 2013, as distributed. Unanimously carried.

Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda except for public hearing items. Comments will be limited to 5 minutes. None.

LICENSES & PERMITS

Original “Class B” Intoxicating Liquor and Class “B” Fermented Malt Beverage License Application for Two Thumbs Up, LLC d/b/a Thumbs Up, 260 Broad St., Lake Geneva, Benjamin Barels, Agent

Hougen/Kupsik motion to recommend approval, with the condition that the current owner surrenders the license prior to issuance. Unanimously carried.

Original “Class A” Intoxicating Liquor and Class “A” Fermented Malt Beverage License Application for Lake Geneva Grassroots, Inc. d/b/a The Backyard, 252 Center St., Lake Geneva, Robert Schmalling, Agent

Kupsik/Mott motion to recommend approval, with the condition that the current owner surrenders the license prior to issuance. Unanimously carried.

Street Use Permit Application filed by Sean Payne on behalf of Geneva Area Foundation (Horticultural Hall) for Lake Geneva Farmer’s Market using the alley to the south of Horticultural Hall on Thursdays from May 9, 2013 through October 24, 2013 from 7 a.m. to 1:30 p.m.

Chairperson Hill recused herself for this item. Mott/Hougen motion to elect Kupsik as temporary chairperson. Motion carried 4 to 0. Alderman Kupsik assumed position as temporary chairperson.

City Clerk Hawes said the applicant requested to reserve parking stalls #507-519 for patrons of the farmer’s market. The applicant requested that the parking fees totaling \$1,462.50 be waived. Alderman Mott said he was not in favor of waiving the fees for the parking stalls.

Mott/Kupsik motion to recommend approval with denial of the request for waiving parking stall fees. Motion failed 2 to 2, with Hougen and Lyon opposed.

Kupsik/Hougen motion to forward to Council without recommendation. Motion carried 4 to 0.

Alderman Hill reassumed the position of chairperson.

Street Use Permit Application filed by George Hennerley on behalf of Geneva Lake Area Chamber of Commerce for Oktoberfest using the downtown area sidewalks, streets and alleys and closing the 200 block of Broad St. on October 12 and October 13, 2013 from 10 a.m. to 6 p.m.

Kupsik/Mott motion to recommend approval. Unanimously carried.

Street Use Permit Application filed by George Hennerley on behalf of Geneva Lake Area Chamber of Commerce for Children’s Christmas Parade using Broad St. and Main St. on December 7, 2013 from 4 p.m. to 6:30 p.m.

Kupsik/Hougen motion to recommend approval. Unanimously carried.

Original Operator (Bartender) License Applications filed by Amanda R. Koke, Amanda J. Hanline, Staci L. Hallett, Krystal N. Blum, Justin L. Hintz and Susan O'Sullivan

Kupsik/Hougen motion to recommend approval. Unanimously carried.

Original Taxi Driver License Application filed by John Schiefelbein (approved by Police Chief; informational only)

Discussion/Recommendation on directing staff to solicit bids for north Broad St. lighting replacements funded by TID #4 (recommended by Public Works Committee 4/17/13)

Chairperson Hill said the current lighting needs to be upgraded. She said the Public Works Committee recommended using TID #4 funds to purchase and install ornamental LED lighting fixtures, similar to those recently installed downtown. DPW Winkler said this project would qualify for TID funds because it is within the one and half mile radius of the TID. Alderman Mott expressed support for the project, stating it would help tie the area in with the rest of downtown.

Kupsik/Lyon motion to recommend directing staff to solicit bids for north Broad St. lighting replacements funded by TID #4. Alderman Hougen said he was not in favor of purchasing the ornamental light fixtures and preferred a less expensive design. Chairperson Hill agreed, stating the non-ornamental fixtures appear to be about \$100,000 cheaper. Alderman Lyon said either fixture type will still need to include the removal and installation costs. DPW Winkler suggested the Council could give further direction on how they would like staff to bid the light fixtures. Unanimously carried.

Discussion/Recommendation on directing staff to solicit bids for Dunn Field Restroom/Concessions building construction funded by TID #4 (recommended by Public Works Committee 4/17/13)

Chairperson Hill referenced renderings from McCormack and Etten of the proposed building design. She noted the bids would include alternates for seasonal heating, metal seam roof and handicap ramp.

Kupsik/Hougen motion to recommend approval. Unanimously carried.

Discussion/Recommendation on engineering agreement with Crispell-Snyder for Phase II of Main Street Tunnel Rehabilitation in the amount not to exceed \$35,000.00 funded by TID #4 (recommended by Public Works Committee 4/17/13)

DPW Winkler reported Crispell-Snyder has completed the initial phase of the project and determined that the DNR would not require the full computer modeling if they proceeded with engineering for the second phase. The project will involve replacing the 35-40 ft. section of the storm tunnel located beneath Main St. near Wells St. as well as other components of the tunnel. Mr. Winkler said the project is a significant undertaking and has been needed for some time. He noted there will need to be traffic control measures during the eventual construction phase.

Hougen/Mott motion to recommend approval. Unanimously carried.

Discussion/Recommendation on award of contract with Watch it Bend for Disc Golf Course design in the amount of \$3,600.00 and the purchase of amenities in the amount of \$22,133.00 funded by park impact fees (recommended by Public Works Committee 4/17/13)

DPW Winkler said the Board of Park Commissioners reviewed the bids for disc golf design and recommended awarding the bid to Watch it Bend. He said the Park Board also recommended proceeding with the purchase of amenities totaling \$22,133.00. Chairperson Hill expressed concern with the cost of the amenities and suggested he costs could be different depending on whether some items were donated.

Hougen/Kupsik motion to recommend award of contract with Watch it Bend for Disc Golf Course design in the amount of \$3,600.00 and the purchase of amenities in the amount of \$22,133.00 funded by park impact fees. Unanimously carried.

Discussion/Recommendation on Equipment Replacement Fund schedule

Administrator Jordan said the proposed schedule in the Committee's packet should have also included the 911 system in 2014 for \$110,000.00. Mr. Jordan said the Council recently established this account with an initial funding of \$750,000.00. He estimated in the future the Council would need to invest about \$400,000.00 per year. Administrator Jordan reiterated that the goal of the account was to help make the City self-sufficient and to avoid issuing debt in the future for large equipment expenditures.

Chairperson Hill expressed concern that they could not guarantee future Councils would spend the account according to this plan. Alderman Mott said it is difficult to predict the cost of equipment in future years. Administrator Jordan agreed, noting that the schedule would need to be revisited and adjusted almost annually.

Mott/Hougen motion to forward to Council without recommendation. Unanimously carried.

Presentation of Accounts

Kupsik/Lyon motion to recommend approval of Prepaid Bills in the amount of \$2,063.62. Unanimously carried.

Hougen/Kupsik motion to recommend approval of Regular Bills in the amount of \$163,378.14. Unanimously carried.

Adjournment

Kupsik/Hougen motion to adjourn at 6:55 p.m. Unanimously carried.

/s/ Michael D. Hawes, City Clerk

**THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED
BY THE FINANCE, LICENSE & REGULATION COMMITTEE**