

FINANCE, LICENSE & REGULATION COMMITTEE
MONDAY, APRIL 25, 2016 – 6:00 PM
COUNCIL CHAMBERS, CITY HALL

Chairperson Kordus called the meeting to order at 6:00 p.m.

Roll Call. Present: Aldermen Kordus, Gelting, Chappell, and Howell. Also Present: City Administrator Oborn, Comptroller Pollitt, Director of Public Works Winkler and City Clerk Waswo.

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.

Approval of Minutes. Gelting/Howell motion to approve the Finance, License and Regulation Committee Meeting minutes of April 11, 2016, as prepared and distributed. Unanimously carried.

LICENSES & PERMITS

Gelting/Howell motion to recommend approval of Street Use Permit application filed by Len Jegerski on behalf of the American Legion Post 24 for the Annual Memorial Day Parade and Ceremony on May 30, 2016 using Wisconsin and Broad Street to the Riviera with staging at 10:00 am and parade from 11:00 am to 11:30 am with request of waiver of fees. Unanimously carried.

Gelting/Chappell motion to recommend approval of Original 2015-2016 Operator's (Bartender) License application filed by Melissa Acevedo, Jonathan Kane, Moises Garcia Jr., George W. Wyatt, and Stacy Lynn Edwards. Unanimously carried.

Howell/Gelting motion to recommend approval of award of contract to Michael's Signs for the Downtown Wayfinding and Parking Signage Materials in the amount of \$56,988.50
Director of Public Works Winkler stated these are two remaining contracts in the tax incremental district plan. The budget was \$200,000; and with this item and the next, we are well under budget. Unanimously carried.

Gelting/Chappell motion to recommend approval of award of contract to Michael's Signs for the Downtown Wayfinding and Parking Signage Installation in the amount of \$31,642
This was bid separately as some of the companies may have made signs but not installed. Unanimously carried.

Discussion/Action on Equipment Replacement Fund including Equipment Amortization Schedule and 2016 Budget. Administrator Oborn explained the schedule and stated he did update it to include City Hall. In the past computers have been borrowed and they should really be included in the equipment replacement fund. Given the next item is purchasing, this should be formally approved. He will continue to update this with police and fire department equipment. The primary issue is the approval of the budget of \$656,000 for this year.

Howell/Gelting motion to recommend approval. Alderman Chappell questioned if a particular item is to be replaced but working good, does it get pushed back. Alderman Kordus stated yes, it is pushed back or routed to a different department. Mr. Winkler believes this is one of the wisest things for the council to do. He commended the Council for their action to fund it. Unanimously carried.

Discussion/Action on purchase of John Deere Tractor with Mower in the amount of \$70,160.96, a 1-ton dump truck in the amount of \$30,586.36, and 2 International 5-yard dump trucks with box, plow, salter, spreader and wing in the amount of \$314,134.53 funded from the equipment replacement fund (*Public Works Committee recommended on April 14, 2016*). There are two 5-yard dump trucks. One is scheduled for replacement in 2016 and another one in 2017. Because of some significant savings for purchasing two at the same time, we can repurpose some of the other trucks that are further down the line and get a couple extra years out of those.

Gelting/Chappell motion to recommend approval. Alderman Gelting noted they are adding a wing on one of the dump trucks as well. Unanimously carried.

Discussion/Action on change order to Dan Larsen Landscaping 2016 Spring Tree Planting contract to include watering 302 trees in the amount of \$22,650 funded by TIF

Mr. Winkler did an analysis on hiring temporary summer staff funded from the Street Department budget or having Dan Larsen Landscaping water the trees for the next two years with the first year funded by TIF. Public Works opted to go with the Spring Tree Planting contract with Dan Larsen Landscaping. The initial planting and watering would be done by TIF and it can be worked into the budget cycle in the fall for next year. Assistant Director of Public Works Earle noted that 100 trees drop off the watering schedule next year as they are watered for two years. There was a huge planting of trees this spring; they've never planted that many trees at one time before.

Gelting/Chappell motion to recommend approval. Unanimously carried.

Discussion/Action on contracting with Gifford Tree Service for tree removal and tub grinding in the amount of \$12,000 funded by Purchase of Trees fund (11-32-13-5346) (Public Works Committee recommended on April 14, 2016)

This is part of the clean up from the tornado of the White River. The Street Department initially thought they could get to the work but it was not possible with everything else going on this winter. Public Works recommended Gifford as they can chip and grind the trees on site.

Howell/Gelting motion to recommend approval. As there is \$20,000 in the operating budget for tree planting, staff is recommending using these funds. The trees planted this year are funded from the TIF. The city attempted an insurance claim; however trees are not covered. Unanimously carried.

Discussion/Action on installation of sidewalks in 3 areas at Dunn Field in the amount of \$6,669 funded by TIF (Public Works Committee recommended on April 14, 2016). Mr. Winkler stated the areas are around the skate park and dog park entrance. At a prior council meeting, the council approved utilizing Humphrey's Contracting. Alderman Gelting requested adding an additional piece at the skate park.

Gelting/Chappell motion to recommend approval of sidewalks at Dunn Field and an additional area as discussed in the amount up to \$7,500 funded by TIF. Unanimously carried.

Chappell/Howell motion to recommend approval of the installation of sidewalk in narrow strip of grassed parkway in Flat Iron Park along Wrigley Drive in the amount of \$9,360 funded by TIF (Public Works Committee recommended on April 14, 2016). It became apparent this was needed during Winterfest when the area was trampled and became all mud. Unanimously carried.

Gelting/Howell motion to recommend approval of acceptance of \$250 donation from the American Transmission Company for the Arbor Day Tree (Public Works Committee recommended on April 14, 2016)
Unanimously carried.

Chappell/Gelting motion to recommend approval of acceptance of donation of a bronze bench to be placed by the Library from Julie Sarton. City Administrator Oborn noted the Library asked to expedite this as typically it would go through the Board of Park Commissioners. It will be maintained by the Library. Unanimously carried.

Kordus/Gelting motion to recommend approval of Resolution 16-R24, a resolution proclaiming the second Saturday in the month of May as "International Migratory Bird Day" in the City of Lake Geneva
Unanimously carried.

Discussion/Action on expanding the Outdoor Dining Ordinance from Restaurants to State Licensed Retail Food Establishments and other modifications
Kordus/Gelting motion to move to Council without recommendation. Unanimously carried.

Gelting/Kordus motion to recommend approval of Resolution 16-R25, a resolution terminating TIF No. 4 including authorizing Escrowing Obligated Funds and Distribution of Excess Increment to Overlying Taxing Districts. Unanimously carried.

Discussion/Action on TIF 4 Budget with the consideration of addition projects including purchase of lot for Downtown Parking Lot. Kordus/Gelting motion to move to Council without recommendation. Unanimously carried.

Discussion/Action on proposed 227 S. Lake Shore Drive City Parking Lot project

Kordus/Gelting motion to move to Council without recommendation. Mr. Gelting stated this was recommended already by the Parking Commission, but the funding source needs to be discussed if they wish to move forward. Unanimously carried.

Discussion/Action on modification of TIF 4 former Traver Hotel Development Agreement with Lake Geneva Economic Development Corporation for demolition of additional structure

Kordus/Chappell motion to move to Council without recommendation. Mr. Gelting brought up it is still within the original dollar amount. Even with the addition, they are still below that amount. The developer's agreement is what needs to be modified. Mr. Oborn stated we can escrow with the development agreement. Unanimously carried.

Chappell/Gelting motion to recommend approval of the Modification of Park System - Memorial and Donation Policy for Annual Sculptures at Home Depot Park and approval of corresponding Artist Exhibit Contract.

Unanimously carried.

Presentation of Accounts – Alderman Kordus

Purchase Orders. None.

Gelting/Chappell motion to recommend approval of Prepaid Bills in the amount of \$4,607.99. Unanimously carried.

Gelting/Howell motion to recommend approval of Regular Bills in the amount of \$271,593.99. Unanimously carried.

Adjournment

Gelting/Chappell motion to adjourn at 6:36 p.m. Unanimously carried.

/s/ Sabrina Waswo, City Clerk

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