

**FINANCE, LICENSE & REGULATION COMMITTEE**  
**MONDAY, AUGUST 8, 2011 - 6:00PM**  
**COUNCIL CHAMBERS, CITY HALL**

Chairman Krause called the meeting to order at 6:00pm.

Roll Call. Present: Aldermen Krohn, O'Neill, Hartz, Marsala, and Krause. Also Present: Administrator Jordan, DPW Winkler, and City Clerk Reale.

Marsala/Hartz motion to approve Finance, License and Regulation Committee minutes of July 25, 2011 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.

**ORDINANCES**

**First Reading of Ordinance 11-22, amending Chapter 14, Buildings and Building Regulations, of the Lake Geneva Municipal Code, regarding residential rental inspections and adopting a building maintenance code**

Chairman Krause opened the floor to discussion on Ordinance 11-22. Alderman O'Neill noted that the language in certain sections of the ordinance appeared to lack specificity as pertaining to residential rental properties only. He was concerned that the ordinance should be clarified to ensure that one would not construe the registration provisions as being applicable to all residential properties in the City. Following some discussion on the points raised by Alderman O'Neill, Chairman Krause suggested that these concerns should be discussed with the City Attorney for his input.

Alderman Krohn asked how City personnel would determine which residential properties were rentals, particularly in the event that those property owners fail to register with the City. Administrator Jordan responded that the City would ask all rental property owners to comply with the ordinance and register those properties, as failure to do so could result in penalties. Alderman Krohn also expressed concerns as to whether or not the City code enforcer was properly qualified to conduct inspections of these properties. Mayor Connors proposed that the City could internally track rental properties by monitoring real estate tax bills, as the bills for many rental properties would likely be mailed to the property owners' addresses. It was suggested that the City Treasurer could assist the Building Inspection Department in identifying possible rental properties through that method.

**LICENSES & PERMITS**

**Request for Temporary Extension of Licensed Premises filed by Popeye's to include the parking lot area between the hours of 12:00pm and 8:00pm on the following dates: July 30 and 31; August 6, 7, 13, 14, 20, and 21; September 4 and 5; and October 8 and 9, 2011 (*applicant requested amendment to dates originally approved by Council on 7/11/11*)**

Chairman Krause stated that the applicant was requesting the addition of August 20-21 and October 8-9 to the list of dates originally approved by the Council for the temporary extension. The August dates were to replace two dates in July that had been lost due to inclement weather conditions, and the two additional dates in October would give Popeye's the full twelve days for its temporary use for outdoor entertainment. Alderman O'Neill questioned whether making such a change to the premises specified on the applicant's liquor license would require a public hearing. City Clerk Reale stated that he was unaware of any public hearing requirement, adding that the City had not conducted public hearings for similar requests in previous years. He also noted that liquor licensees were required to specify their licensed premises as part of the renewal application process, which was subject to Council approval on an annual basis.

Hartz/Krohn motion to forward to Council with recommendation for approval. Unanimously carried.

**Original Operator License applications filed by Menandro Tavera, Michelle Lantis, Brooke Ackerman, Jerryl James, Robin Hemmeter, and Kelly Garza**

Marsala/O'Neill motion to forward to Council with recommendation for approval. Unanimously carried.

**Discussion/Recommendation on Community Bank of Delavan CDARS, maturing August 18, 2011**

Hartz/Marsala motion to forward to Council with recommendation to approve renewal of CDARS in the amount of \$600,000.00, for a term of twenty-six weeks at 0.40 percent interest. Unanimously carried.

**Discussion/Recommendation on Community Bank of Delavan CD, maturing August 18, 2011**

Krause/Marsala motion to forward to Council with recommendation to approve renewal of CD in the amount of \$302,249.43, for a term of twenty-six weeks at 0.50 percent interest. Unanimously carried.

**Discussion/Recommendation on Main Street traffic signal improvement proposal from Crispell-Snyder  
(forwarded without recommendation from Public Works on 7/21/11)**

DPW Winkler reported that this proposal would cover engineering and design work related to the upgrading of the Main Street traffic signals at the intersections with Broad and Center Streets, including analysis that would focus on how to optimize the use of these signals to improve traffic flow through the downtown area. Included among the proposed improvements would be the installation of left-turn arrows that would be activated only when a vehicle was present in the left turn lane. He noted that the Public Works Committee had also discussed the possibility of a new traffic signal at the intersection of Main and Cook Streets; however, the members had been opposed to signaling that intersection. Alderman Marsala noted that the \$67,000.00 proposal with Crispell-Snyder would cover engineering and design, but not any of the actual work involved in the signal improvements. DPW Winkler stated that the City would ultimately solicit bids for the actual improvements based upon the specifications developed by Crispell-Snyder. Alderman Marsala asked if there was an estimated total cost for the traffic signal improvement project.

Marsala/Hartz motion to suspend the rules to permit Sue Barker, representing Crispell-Snyder, to address the committee. Unanimously carried. Ms. Barker reported that the total project estimate had been \$600,000.00, which included the signalization of the Main and Cook Street intersection. If that item were to be omitted, she expected the total for the project would be reduced by approximately \$100,000.00. Alderman Hartz inquired about additional engineering costs that might be expected after the initial design phase. Ms. Barker responded that construction engineering for the project would also need to be included, and she estimated those costs at \$70,000.00. Chairman Krause asked about the benefits of a camera system versus an actuated system for activating the traffic signals. Ms. Barker noted that there would be more initial costs involved with installing an actuated system because of the existing pavement at the downtown intersections. Alderman Marsala noted that there were parking-related impediments to more efficient traffic flow through the downtown, which would not be addressed by improving the traffic signals. Ms. Barker agreed that the increased efficiency of the upgraded signals would be more evident during non-peak traffic times; however, the improvements would allow for traffic flow to be as efficient as possible notwithstanding the parking-related obstructions. Alderman Krohn inquired about the source of funding for the project. Administrator Jordan stated that funds had been budgeted in TIF for traffic signal improvements. Alderman Hartz commented that he would prefer to have a better understanding of the anticipated overall costs for the project before committing to the initial design and engineering phase. Alderman O'Neill added that he was concerned that there appeared to be a relatively limited amount of benefit in comparison to the significant cost of the project. Ms. Baker noted that the City would eventually need to maintain and make improvements to the traffic control signals at some point in the future, even if the Council did not wish to proceed with this project.

Marsala/Krohn motion to forward to Council without recommendation. Motion carried by vote of 3 to 2, Aldermen O'Neill and Hartz opposed.

**Discussion/Recommendation on design and construction services proposal from Crispell-Snyder for beach sand dredging (recommended by Public Works on 7/21/11)**

DPW Winkler reported that the City typically would undertake dredging every four to five years, adding that it had been roughly five years since the previous dredging. In this time, he noted that the beach area had noticeably shrunken from the sands being sloughed out into the lake. With the design and construction specifications in place, the City would be prepared to solicit bids to have a contractor begin the actual dredging in spring 2012.

Marsala/Hartz motion to forward to Council with recommendation for approval of design and construction services proposal for an amount not to exceed \$12,000.00, to be funded from Lakefront. Unanimously carried.

**Discussion/Recommendation on purchase of Roll Call Pro voting system**

Administrator Jordan noted that the Council had used the basic Roll Call Pro voting system for a two-meeting trial period, which had now concluded. He had spoken with a representative from the company in an attempt to secure a more favorable price. The vendor had agreed to a purchase price of \$6,984.00, including a second year of maintenance support at no additional cost to the City. He confirmed that the system to be purchased would be the same system used by the Council during its trial run, adding that future Councils would have the ability to upgrade to a more advanced system if so desired. Alderman Krohn asked if there would be additional fees for the system beyond the initial purchase price. Administrator Jordan responded that the City would incur maintenance costs after the initial two-year period.

Marsala/Hartz motion to forward to Council with recommendation for approval of the purchase not to exceed \$6,984.00, to be funded from Contingency. Motion carried by vote of 3 to 2, Aldermen Krohn and O'Neill opposed.

**Discussion/Recommendation on parking station system proposal**

Krause/Marsala motion to forward to Council without recommendation. Unanimously carried.

**Discussion/Recommendation on award of bid for Fire Station bay door replacement**

Administrator Jordan stated that the fire department had solicited bids for the replacement of the bay doors on the south side of the building, with the low bid being submitted by Halverson Overhead Door Company in the amount of \$14,000.00. It was noted that \$14,000.00 had been earmarked for this project in the capital budget. Alderman Marsala noted that one of the reasons for installing new doors was to improve energy efficiency at the fire station, though he wondered how long it would take to recover the installation costs through energy savings. Administrator Jordan stated that energy bills had already seen a noticeable decrease since the installation of new doors on the north side of the station and the addition of a higher efficiency boiler. Chairman Krause noted that the new bay doors carried an R-value of 17.2. Alderman Marsala nonetheless stated that he felt the funds could be better spent on other items at the present time. Alderman Krohn questioned the durability of the glass in the door windows and whether it would be able to withstand potential vandalism.

Hartz/O'Neill motion to forward to Council with recommendation to authorize the award of bid to Halverson Overhead Door Company for an amount not to exceed \$14,000.00. Motion carried by vote of 3 to 2, Aldermen Krohn and Marsala opposed.

**Discussion/Recommendation on award of bid for Fire Station floor repairs**

Administrator Jordan reported that three bids had been received for the bay floor repairs, with the lowest bid provided by Stateline Surface Solutions for the amount of \$18,180.00. A total of \$21,000.00 had been allocated to this project in the capital budget. This project would cover the repair and application of sealant on an area of approximately 5,200 square feet of floor around the drain area. He also stated that the City Attorney had recommended some modifications to the terms of the contract and therefore recommended approval being made subject to those changes. Alderman O'Neill commented on the fact that there appeared to be a significant variance in the scope of work proposed by each of the bidding contractors.

Hartz/Krause motion to forward to Council with recommendation to authorize the award of bid to Stateline Surface Solutions for an amount not to exceed \$18,180.00, including any modifications to the contract as recommended by the City Attorney. Motion failed by vote of 2 to 3, Aldermen Krohn, O'Neill, and Marsala opposed.

**Presentation of Accounts, Alderman Krause.**

Krause/Marsala motion to remove continued Purchase Orders in the amount of \$32,180.00 from the agenda. The purchase orders had originally been related to the bay door replacement and floor repair work at the Fire Station, and no action would be required because they had been addressed with the previous bid recommendations. Unanimously carried.

Marsala/Krohn motion to recommend approval of Prepaid Bills in the amount of \$865,047.46. It was noted that this amount included the purchase of the new Pierce aerial fire truck, which totaled \$864,708.00. Unanimously carried.

Marsala/Hartz motion to recommend approval of Regular Bills in the amount of \$220,945.81. Following questions regarding the payment to Amon for the Central Denison area parking pavement work, there was discussion about project retainers. DPW Winkler clarified that it was typical to hold money back in the form of a retainer on projects for which progress payments were being made; however, this project involved only one payment following the completion of the work. DPW Winkler also agreed to follow up on questions regarding the bill from Nova for additional plumbing work at the Riviera. Unanimously carried.

Marsala/Hartz motion to accept the monthly reports of the City Treasurer for the months of March, April, May, and June 2011. Unanimously carried.

**Adjournment**

Marsala/Krohn motion to adjourn at 7:10pm. Unanimously Carried.

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/s/ Jeremy A. Reale, City Clerk

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