

**FINANCE, LICENSE & REGULATION COMMITTEE**  
**MONDAY, MARCH 14, 2016 – 6:00 PM**  
**COUNCIL CHAMBERS, CITY HALL**

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

**Roll Call.** Present: Aldermen Howell, Gelting, Kupsik, Kordus and Wall. Also Present: City Administrator Oborn, Director of Public Works Winkler, Comptroller Pollitt 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.** Wall/Kordus motion to approve the Finance, License and Regulation Committee Meeting minutes of February 22, 2016, as prepared and distributed. Unanimously carried.

**LICENSES & PERMITS**

**Kordus/Gelting motion to recommend approval of Park Reservation Permit application filed by the Alzheimer’s Association of Southeast Wisconsin for the “10<sup>th</sup> Annual Walk to End Alzheimer’s” event at Library Park, from 7 am to 1 pm on September 17, 2016 (recommended by Board of Park Commissioners 2/3/16).** Unanimously carried.

**Kordus/Wall motion to recommend approval of Street Use Permit application filed by Rick Ramos on behalf of RAM Racing for the Big Foot Triathlon at Big Foot State Park on June 25, 2016 and June 26, 2016 from 7 am to 12 pm contingent on signed reimbursement agreement for fees not paid in advance including a \$3,500 security deposit.** Unanimously carried.

**Kordus/Gelting motion to recommend approval of Parade and Public Assembly Permit application filed by Rick Ramos on behalf of RAM Racing for the Big Foot Triathlon at Big Foot State Park on June 25, 2016 and June 26, 2016 from 7 am to 12 pm.** Unanimously carried.

**Gelting/Kordus motion to recommend approval of Temporary “Class B” Retailer License application filed by Geneva Lake Arts Foundation for the sale of wine during the Grand Opening for Gallery 223, Geneva Lake Art Foundation at 223 Broad Street, Lake Geneva, on March 31, 2016 from 5 pm to 7 pm and April 1, 2016 from 6 pm to 8 pm.** Unanimously carried.

**Wall/Gelting motion to recommend approval of Temporary Operator License applications filed by Carol Smith and Kimberly Heyward on behalf of Geneva Lake Art Foundation for the Grand Opening for Gallery 223, Geneva Lake Art Foundation at 223 Broad Street, Lake Geneva, on March 31, 2016 from 5 pm to 7 pm and April 1, 2016 from 6 pm to 8 pm.** Unanimously carried.

**Wall/Gelting motion to recommend approval of Original 2015-2016 Operator’s (Bartender) License application filed by Roy Johnson.** Unanimously carried.

**Gelting/Kordus motion to recommend approval of Renewal 2015-2016 Operator’s (Bartender) License application filed by Kayla Skomski.** Unanimously carried.

**Discussion/Recommendation on a fine for sticker violations (FLR Agenda Only)**

City Administrator Oborn explained with the new technology there is more ability to monitor stickers. The Parking Manager recommended this to ensure stickers are properly displayed and are not expired or altered. Alderman Gelting would recommend one written warning before citing. Mr. Oborn agreed and said they did a good job of giving warnings at the beginning of the season. Alderman Kordus said the fine seems reasonable. He would recommend the attorney draft an ordinance and leave the discretion of the warning system to the Parking Manager.

Kordus/Wall motion to direct City Attorney to draft an ordinance as outlined by the Parking Manager to cover sticker and over the line violations. Unanimously carried.

**Discussion/Recommendation on Ordinance 16-1 amending Chapter 74, Section 74-210, Parking Regulations, Section 74-226, Loading and Unloading Zones, and Section 74-234, Limited Time Parking Zones**

Alderman Gelting said there are a couple of clean up items. Main Street, north side, from Mill to Center Street should be highlighted to note the change of the elimination of the two stalls on the north side of the street. Also on Section 74-226 under the loading/unloading zones, the 5 parking stalls on the East Side of Madison Street from south curblineline of Wisconsin to Geneva Street, Monday through Friday on school days from 8am to 4pm should be limited to one hour. And the 5 parking stalls on west side of Cook Street from south curblineline of Wisconsin to Geneva Street should be limited to one hour.

Gelting/Wall motion to recommend approval and include the highlighted area and the one hour limited parking on the two items discussed. Unanimously carried.

**Wall/Gelting motion to recommend approval on a fine for over the line violation**

The concept was approved but there was no fine for the violation. The recommendation is \$25. Unanimously carried.

**Kordus/Gelting motion to recommend approval of the business parking sticker fee change**

The fee change would not be implemented until next year as business stickers are already being sold for \$25. The recommendation is to increase to \$50 in 2017; but as it is mid-season, it would be prorated to \$25. Unanimously carried.

**Wall/Gelting motion to recommend approval on Resolution 16-R06, a 2015 budget amendment authorizing the carry-forward of the unspent 2015 Police and Fire Capital Project balances totaling \$124,601.00.**

This carries forward the unspent balances of capital projects from last year. The Police and Fire Commission had issues if the money was going to be spent or freed up for other projects. Mr. Oborn will evaluate this as it is the last year of the borrowing and possibly come back with other items. Unanimously carried.

Kordus/Howell motion to suspend the rules and read items 11-16 pertaining to Resolution 16-R07 through Resolution 16-R12 together. Unanimously carried.

**Discussion/Recommendation on Resolution 16-R07, authorizing the 2015 transfer of monies from the Designated Fund Balance-EMS Act 102 Program account to the Undesignated Fund Balance account in the amount of \$3,057.95**

**Discussion/Recommendation on Resolution 16-R08, authorizing the 2015 transfer of monies from the Undesignated Fund Balance account to the Designated Fund Balance-Fire CPR Revenue account in the amount of \$411.48**

**Discussion/Recommendation on Resolution 16-R09, authorizing the 2015 transfer of monies from the Undesignated Fund Balance account to the Designated Fund Balance-Fire Donations account in the amount of \$47.90**

**Discussion/Recommendation on Resolution 16-R10, authorizing the 2015 transfer of monies to the Designated Fund Balance-PD Donations account from the Undesignated Fund Balance account in the amount of \$200.00**

**Discussion/Recommendation on Resolution 16-R11, authorizing the 2015 transfer of monies to the Designated Fund Balance – PD State Seizures account from the Undesignated Fund Balance account in the amount of \$3,253.00**

**Discussion/Recommendation on Resolution 16-R12, authorizing the 2015 transfer of monies to the Designated Fund Balance-PD Uniform Allowance account from the Undesignated Fund Balance account in the amount of \$2,823.16**

Kordus/Gelting motion to recommend approval of items 11 through 16. Unanimously carried.

**Gelting/Kordus motion to recommend approval of Resolution 16-R14, a resolution encouraging and supporting the undertaking of a study by Walworth County on alternative long-term service delivery options relative to Fire and/or Emergency Medical (EMS) Services** *(approved by Police and Fire Commission on February 4, 2016)*

There was a meeting with the Mayor and other municipalities along with a presentation on consolidation from the Fire Department. Mr. Oborn believes it is a good idea with long term cost savings. Mr. Gelting commented we are already seeing the benefits of this with the upcoming ambulance purchase. Unanimously carried.

**Wall/Gelting motion to recommend approval on the adoption of the revised Geneva Lake Use Committee By-Laws** *(version adopted by Village of Williams Bay)*. Mayor Connors stated Fontana, Lake Geneva and Linn have approved these by-laws. They are the same as what was passed with a couple grammar changes and combining the secretary and treasurer's positions per Fontana's request. Unanimously carried.

**Kordus/Gelting motion to recommend approval of the award of contract to Dan Larsen Landscaping of Cedarburg, WI for the 2016 Spring Tree Planting in the amount of \$92,005.00 funded by TIF 4 and the Riviera Front Lawn Restoration Budget.** This is a follow up of prior direction of the public works committee to expend the balance of the spring tree planting. On the funding side the first three items are TIF 4. The \$14,000 is budgeted in the Riviera Grounds Project. Only one bid was received as there is a shortage of tree stock due to a harsh winter 3 years ago. Unanimously carried.

**Kordus/Gelting motion to recommend approval of the award of contract to Wil-Surge Electric for the Main Street Lighting project in the amount of \$43,560.00 funded from TIF 4.** Wil-Surge had the low bid. They are the same company that did North Broad Street so they are familiar with the poles. They are installing 10 single head and 6 double headed fixtures. The double headed fixtures are at the intersections for more light. Unanimously carried.

**Kordus/Gelting motion to recommend approval of the relocation of Time Warner Cable facilities quote for underground project on Main Street funded by TIF 4.** Mr. Winkler received word today from AT&T that the City may not be charged for the work. There is \$900,000 budgeted and we are in the \$760,000 range so it looks as if we should be well under budget. Unanimously carried.

**Wall/Gelting motion to recommend approval of the purchase of an ambulance and ambulance equipment in the amount of \$94,231.74 from Capital Projects Fund** *(approved by the Police and Fire Commission on March 10, 2016)*.

Mr. Oborn said the dollar amount has been reserved for a long time in the capital fund. This earmarks that reserve. Mr. Gelting noted the Fire Chief has done a nice job of laying out the ambulance schedule in the packet. Unanimously carried.

**Kordus/Wall motion to recommend approval of an Advance of TIF 4 funds to the City of Lake Geneva in the amount of \$1,479,943.45 to be transferred to the equipment fund.** Mr. Oborn clarified the transfer is to the equipment replacement fund. It will be a good infusion of cash and is vitally needed to move forward with replacement of equipment. Mr. Gelting is hesitant to advance it to the equipment replacement fund without knowing what the status of the fund is and what the fund needs to be. The current balance is between \$600,000 and \$700,000. Mr. Kordus noted it is about 6 to 8 million dollars underfunded. There really was no equipment replacement fund in the City. Anytime an expenditure was made, the City would do a capital borrowing. By moving these monies from TIF into that fund is a good place to start to have a balance to roll forward. Mr. Gelting fully understands; but has a hard time making this decision without see the amount needed. Mr. Kupsik noted there is a list of equipment earmarked to be replaced. Unanimously carried.

**Wall/Kordus motion to recommend approval of the Advance of TIF 4 funds to Gateway Technical College contingent upon agreement.** The college gave the City a request to draw the funds down. The advance agreement is already prepared and reviewed by the City Attorney. Unanimously carried.

**Presentation of Accounts – Alderman Kupsik**

**Kordus/Kupsik motion to recommend approval of Purchase Orders in the amount of \$34,430.** This is to buy benches and bike racks in the Riviera Plaza paid for by TIF funds. Unanimously carried.

**Kordus/Wall motion to recommend approval of Prepaid Bills in the amount of \$18,293.36.** Motion carried 3 to 1 with Alderman Howell “abstaining.”

**Kordus/Gelting motion to recommend approval of Regular Bills in the amount of \$493,012.52.** Unanimously carried.

**Kordus/Gelting motion to recommend approval of Treasurer’s Report for November and December 2015.** Unanimously carried.

**Adjournment**

Kordus/Gelting motion to adjourn at 6:56 p.m. Unanimously carried.

/s/ Sabrina Waswo, City Clerk

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