

# **FINANCE, LICENSE & REGULATION COMMITTEE**

**MONDAY, JULY 8, 2013 - 6:00PM**

**COUNCIL CHAMBERS, CITY HALL**

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

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

**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**

Kupsik/Lyon motion to approve Finance, License and Regulation Committee meeting minutes of June 24, 2013, as distributed. Unanimously carried.

## **LICENSES & PERMITS**

**Park Permit Application filed by Geneva Lake Area Chamber of Commerce for Post Winterfest Activities Week using Riviera Park on February 6, 2014 from 3 p.m. to 8 p.m. (continued 6/24/13)**

Mott/Hougen motion to recommend referring back to the Board of Park Commissioners for consideration. Unanimously carried.

**Street Use Permit Application filed by Geneva Lake Area Chamber of Commerce for Post Winterfest Activities Week using**

Lyon/Mott motion to recommend tabling this item. Unanimously carried.

**Alcohol License Premises Extension Application filed by Delish Corporation d/b/a The Original Chicago Pizza Company, 150 Center St., Lake Geneva, Stephanie Pepper, Agent for sidewalk café area**

Hougen/Kupsik motion to recommend approval. Unanimously carried.

**Change of Agent Schedule application filed by Stop-N-Go of Madison, Inc. d/b/a Stop-N-Go #265, 896 Wells Street, Lake Geneva, to Andrew J. Bowman, 4213 Somerset Lane, Madison, WI**

Kupsik/Lyon motion to recommend approval. Unanimously carried.

**Original 2013-2014 Operator (Bartender) License applications filed by Athena L. Lorono, Koda R. Chromcik, Scot T. Effenheim, Samantha J. Bent, April M. Kulovany, Corey R. Crabtree, Demetra C. Condos, Angela R. Ruff, Debra K. Hendrixson, Oscar N. Flores and Karen J. Wells**

Kupsik/Hougen motion to recommend approval. Unanimously carried.

## **Discussion/Recommendation on temporary building inspection services**

Administrator Jordan said he obtained quotes from two respected building inspection firms in the area. Professional Buildings Inspections charges \$50.00 per inspection and 80% of permit fees if they are involved with the permit process. Municipal Services LLC charges \$57.00 per hour plus \$57.00 per trip. Mr. Jordan said he considered 80% of the permit fees for Professional Building Inspections to be too high. He recommend contracting with Municipal Services LLC and scheduling them in a manner that minimizes trip charges.

Kupsik/Mott motion to recommend Municipal Service LLC for temporary building inspections for the period of July 9 to August 31, contingent upon city attorney review of the agreement. Unanimously carried.

**Discussion/Recommendation on renewal agreement with Simplex Grinnell for City Hall sprinkler and fire alarm systems services in the amount of \$5,906.00**

Administrator Jordan said the City has contracted with Simplex Grinnell for sprinkler and fire alarm system services since 1996. He said he met with City Attorney Draper to review the contract in detail. He said Mr. Draper had reservations about certain provisions of the contract relating to the City's responsibilities. Mr. Jordan suggested continuing the item until the next meeting to allow Mr. Draper to work on some changes to the contract.

Mott/Kupsik motion to forward to Council without recommendation. Discussion followed about whether these services could be covered under the same contract for city hall, museum and library. Administrator Jordan said he would have to find out the contract terms of the other buildings to see if it is possible. Unanimously carried.

**Resolution 13-R44, authorizing the transfer of monies from the TID discretionary account to the TID bathroom facilities replacement account in the amount of \$131,000.00**

Comptroller Pollitt said the transfer would fund the Dunn Field restrooms/concession building construction and construction administration. Chairperson Hill asked if the City received a quote on construction administration services. Administration Jordan stated the transfer includes \$8,400.00 for construction administration services, based on an estimate from DPW Winkler. He said he will solicit quotes for construction administration.

Hougen/Mott motion to recommend approval. Unanimously carried.

**Presentation of Accounts**

Kupsik/Lyon motion to recommend approval of Prepaid Bills in the amount of \$47,474.06. Unanimously carried.

Lyon/Kupsik motion to recommend approval of Regular Bills in the amount of \$188,948.23. Unanimously carried.

**Adjournment**

Hougen/Kupsik motion to adjourn at 6:35 p.m. Unanimously carried.

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/s/ Michael D. Hawes, City Clerk

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