

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

Alderman Kordus called the meeting to order at 6:00pm.

**Roll Call.** Present: Aldermen Howell, Horne, Gelting, Chappell, Kordus. Also Present: City Administrator Oborn, Comptroller Pollitt, Director of Public Works Earle, 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.**

Darien Schaefer, President of VISIT Lake Geneva, spoke regarding Winterfest and their permit applications. The event is a free for the citizens. They had record breaking numbers last year and saw an increase on the economic impact for the business district. He stated they couldn't do this event without the support of the City of Lake Geneva. He requested the City support in approving the same fees as was assessed last year.

**Approval of Minutes.** Horne/Gelting motion to approve the Regular Finance, License and Regulation Committee Meeting minutes of October 24, 2016, as prepared and distributed. Unanimously carried.

**LICENSES & PERMITS**

**Gelting/Horne motion to recommend approval of the Park Reservation Permit application filed by VISIT Lake Geneva to use Flat Iron Park for Winterfest event including a 10x20 warming tent and allowing sales of food from food trucks beginning January 30, 2017 through February 12, 2017 with a \$25 application fee, \$105 reservation fee and \$45.00 fee for rental of barricades (recommended Nov. 2, 2016 by Board of Park Commissioners)**  
The warming tent would have to be sand bagged or blocked. If it was staked, they would have to call Diggers Hotline and the fee was be passed through from the city to VISIT Lake Geneva. Unanimously carried.

**Horne/Gelting motion to recommend approval of the Beach Reservation Permit application filed by VISIT Lake Geneva utilizing the Riviera Beach for helicopter rides Saturday, February 4, 2017 through Sunday, February 5, 2017 with a \$25 application fee and \$105 reservation fee.** Unanimously carried.

**Horne/Gelting motion to recommend approval of the Street Closure Permit application by VISIT Lake Geneva for road closure of Wrigley Drive from Wrigley Drive and Broad Street to Wrigley Drive and Center Street on Wednesday, February 1, 2017 through Sunday, February 5, 2017 with a \$25 application fee and \$40.00 street use fee.** Motion carried 4 to 1 with Alderman Chappell voting "no."

**Kordus/Gelting motion to recommend approval of the Riviera Ballroom application filed by VISIT Lake Geneva utilizing the ballroom and the downstairs of the Riviera for storage including snow sculptures displayed on the Driehaus Plaza Monday, January 30, 2017 through Sunday, February 5, 2017 with all fees waived**  
The fees have been waived in the past. Unanimously carried.

**Gelting/Horne motion to recommend approval of the Original Massage Establishment applications filed by Creative Xpressions Salon and Spa and Center for Peace, Love and Light.** Unanimously carried.

**Horne/Gelting motion to recommend approval of the Renewal 2016-2017 Operator's (Bartender) License application filed by Jeff Robbins.** Unanimously carried.

**Horne/Gelting motion to recommend approval of the Original 2016-2017 Operator's (Bartender) License application filed by James Bingham, Jennifer Glauser, Amanda Luerssen.** Unanimously carried.

**Gelting/Kordus motion to recommend approval of the purchase of two (2) Leaf-Vac Machines from R.N.O.W., Inc. for total of \$111,124.00 from the Equipment Replacement Fund (recommended by Public Works Committee on Nov.**

10, 2016). DPW Earle stated these were on the Equipment Replacement Schedule for this year. They ran into roadblocks as there are only 2 manufactures that make this certain type of machine. Mr. Earle recommends the R.N.O.W. Dinkmar machine which is for 2 machines and is the cheaper bid. Unanimously carried.

**Horne/Gelting motion to recommend approval of the purchase of a used one ton bucket truck from Terex for \$43,375.00 or purchase from different vendor not to exceed \$50,000.00 from the Equipment Replacement Fund (recommended by Public Works Committee on Nov. 10, 2016).** They are looking at used equipment as they are having a hard time finding bucket trucks of any worth. Public Works Committee gave the option to allow DPW Earle to purchase the Terex truck or another truck due to timing. They found one in North Carolina and will be sending an employee to look at it next week. It is a Terex truck on a Ford chassis, which is the same brand as our main bucket truck. The same company owns this truck now so all the service and inspection records are available. If purchased from Terex, it will be under budget. They are requesting flexibility if they find one slightly over this amount. Unanimously carried.

**First Reading of Ordinance 16-17, an ordinance amending Section 98-206, Detailed Land Use Descriptions and Regulations; Subsection (4) Commercial Land Uses to include tattoo services above the clavicle**

**First Reading of Ordinance 16-18, an ordinance amending Chapter 62, Streets, Sidewalks, and Other Public Places, Article III, Obstructions and Encroachments, Section 62-67, adding an exception for certain creameries**

**Howell/Horne motion to recommend approval of Dan Larson Landscape TIF4 Escrow Draw Request No 4 for \$24,845.00.** This is the last draw. Unanimously carried.

**Kordus/Gelting motion to recommend approval on Kapur & Associates TIF4 Escrow Draw Request No 4 for \$2,975.00.** There is still a lot available dependent upon the Main Street Widening Project, which will be resumed in the Spring. Unanimously carried.

**Discussion/Recommendation on Shad Branen - WIN Properties, LLC TIF4 Escrow Draw Request No 3 for \$341,768.42.** Kordus/Gelting motion to forward to council without recommendation. Ald. Kordus stated there was an addition error and they need clarification from the Attorney if they can approve the new amount or not. Unanimously carried.

**Gelting/Horne motion to recommend approval on Payne and Dolan payment request No 5 for the 2016 Street and Utility Improvement Project for \$21,875.95.** There are 2 change orders. One is for the bump out for the school in the amount of \$46,286.96. The other amount of \$2,962.16 is for additional footage. DPW Earle explained to make a smooth transition the road sometimes goes a little further than anticipated causing additional footage than was originally quoted. Unanimously carried.

**Horne/Gelting motion to recommend approval on Amendment to the Compensation Policy and Revised Employee Performance Evaluation Form (recommended by Personnel Committee on Oct. 27, 2016)**

The Personnel Committee gave this recommendation as a blend to provide the supervisors more flexibility in scoring. Mr. Oborn added 2 minor adjustments; a range of time to complete the evaluations and noting that elected officials do not get annual raises as what was previously implied. Unanimously carried.

**Presentation of Accounts – Alderman Kordus**

**Purchase Orders.** None.

**Gelting/Horne motion to recommend approval of Prepaid Bills in the amount of \$8,340.45.** Unanimously carried.

**Gelting/Horne motion to recommend approval of Regular Bills in the amount of \$196,855.66.** Unanimously carried.

**Gelting/Horne motion to recommend approval of Treasurer’s Report for May 2016.** Unanimously carried.

Horne/Gelting motion to adjourn at 6:27pm. Unanimously carried.

/s/ Sabrina Waswo, City Clerk

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