

# **FINANCE, LICENSE & REGULATION COMMITTEE MINUTES**

## **TUESDAY, NOVEMBER 21, 2017 – 6:00 PM**

### **CITY HALL, MEETING ROOM 2A**

Call to Order by Alderman Kordus

**Roll Call:** Present: Ald. Kordus, Skates, Halverson, Hedlund, Howell Also Present: Mayor Kupsik, Admin Oborn

**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

**Approve the Regular Finance, License and Regulation Committee Meeting minutes of November 7, 2017, as prepared and distributed**

Ald. Skates motion to approve the November 7, 2017 minutes, second by Hedlund. Motion carried 5 to 0.

#### **Licenses & Permits**

**Amend “Class “B”/Class “C” Fermented Malt Beverage & Wine License to extend premises to include service of alcohol in auditoriums, lobby, event rooms, walkways, stage – all interior areas, Plaza media LLC d/b/a Geneva Theater, 244 Broad St., Shad Branen** *(Police Chief and Building Inspector will only approve the application if the front and back outside sidewalk areas, and entryways are removed).*

Ald. Hedlund motion to approve the amended license, second by Skates. Motion carried 5 to 0.

**Original 2017-2018 Operator’s (Bartender) License application filed by Leah Ellen Selby, James Gray, Varsha K. Shah, Jake M. Meredith, and Sabrena Renee Dukes.**

Ald. Skates motion to approve operator’s licenses, second by Halverson. Motion carried 5 to 0.

**Public Works Recommendations** – Pending November 21, 2017 meeting:

**Discussion/Recommendation on Awarding the 2017 White River Disc Golf Course Pedestrian Bridge Project to Sonrise Construction in an amount not to exceed \$45,716.00**

Ald. Skates motion to approve awarding the project to Sonrise Construction, second by Hedlund. Motion carried 5 to 0.

**Discussion/Recommendation on the Wil-Surge Electric Inc. TIF Escrow Draw Request No. 2 in the amount of \$43,810.00 for the Main Street Widening Project - Lighting Contract**

Ald. Hedlund motion to approve the TIF Escrow Draw Request No. 2, second by Howell. Motion carried 4 to 1. Ald. Kordus didn’t approve.

**Discussion/Recommendation on the Kapur & Associates TIF Escrow Draw Request No. 6 in the amount of \$17,868.42 for the Main Street Widening Project – Engineering Contract**

Ald. Skates motion to approve Escrow Draw Request No. 6, second by Hedlund. Motion carried 5 to 0.

**Discussion/Recommendation on Kapur Main Street Widening Change Order No. 1 and payment request in the amount of \$2,847.08 to be funded from 2017 Street Improvement Project**

Ald. Skates motion to approve Main Street Widening Change Order No. 1 and payment request in the amount of \$2,847.08 to be funded from 2017 Street Improvement Project, second by Hedlund. Motion carried 5 to 0.

**Discussion/Recommendation of awarding the Additions & Alterations to the Existing Lake Geneva / Flat Iron Park Visitors’ Center Building Project to Glen Fern Construction, LLC for \$156,000 with the City cost not to**

**exceed \$115,993.73 for the Public Restrooms Additions & Alterations from the 2017 Capital Projects Fund and the Visit Lake Geneva cost not to exceed \$40,006.26 for the Visitors Center Additions & Alterations**

Ald. Skates motion to approve awarding the Additions & Alterations to the Existing Lake Geneva / Flat Iron Park Visitors' Center Building Project to Glen Fern Construction, LLC, second by Hedlund. Motion carried 5 to 0.

**Discussion/Recommendation on Glen Fern Construction, LLC Change Order No. 1 in the amount of \$1,907.00 with the City cost not to exceed \$1,700.00 from the 2017 Capital Projects Fund and the Visit Lake Geneva cost not to exceed \$207.00**

Ald. Skates motion to approve, second by Hedlund. Motion carried 5 to 0.

**Discussion/Recommendation on renewal of Annual Maintenance Agreement with Automated Parking Technologies LLC in an amount not to exceed \$62,900.00**

Ald. Howell motion to approve, second by Halverson. Motion carried 5 to 0.

**Discussion/Recommendation on Lake Geneva Tourism Commission Request to Amend Room Tax Reporting Form to include optional reporting of # of room nights rented in Month**

Ald. Skates motion to approve, second by Hedlund. Motion carried 5 to 0.

**Discussion/Recommendation of City Hall Office Changes not to exceed \$7,000 for Projector/Screen and office furniture from 2017 Capital Projects Fund**

Ald. Howell motion to approve, second by Skates. Motion carried 5 to 0.

**Discussion/Recommendation of Building & Zoning Office Kyocera Printer for 5 Year lease at \$118.74 per month from Rhyme Business Products**

Ald. Howell motion to approve, second by Skates. Motion carried 5 to 0.

**Discussion/Recommendation of iWorQ Building Inspection & Zoning Software for \$7,000 from the Equipment Replacement Fund**

Ald. Hedlund motion to approve, second by Kordus. Motion carried 5 to 0.

Schedule of Fees Resolution Changes from the Budget Workshop:

**Discussion/Recommendation on Revised Fire Inspection Fees**

Ald. Hedlund motion to approve, second by Skates. Motion carried 5 to 0.

**Discussion/Recommendation on Revised Building Inspection Fees**

Ald. Hedlund motion to approve, second by Skates. Motion carried 5 to 0.

**Presentation of Accounts**

Purchase Orders (none)

**Prepaid Bills in the amount of \$13,411.20**

Ald. Kordus motion to approve, second by Halverson. Motion carried 5 to 0.

**Regular Bills in the amount of \$253,298.62**

Ald. Skates motion to approve, second by Hedlund. Motion carried 5 to 0.

**Closed Session**

**Motion to go into Closed Session pursuant to Wis. Stat. 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session with regard to City property at Edwards Blvd and Sheridan Springs Road**

Ald. Kordus motion to approve going into closed session to include the Mayor, second by Hedlund. Motion carried 5 to 0 at 6:36 pm.

**Motion to return to open session pursuant to Wisconsin Statutes 19.85 (2) and take action on any items discussed in closed session**

Ald. Kordus motion to approve returning to open session, second by Halverson. Motion carried 5 to 0 at 6:42 pm  
Ald. Kordus motion to approve offer as discussed, second by Howell. Motion carried 5 to 0.

**Adjournment**

Ald. Skates motion to adjourn at 6:44pm, second by Halverson. Motion carried 5 to 0.

/s/ Blaine Oborn, City Administrator/Secretary

*Requests from persons with disabilities, who need assistance to participate in this meeting or hearing, should be made to the City Clerk's office in advance so the appropriate accommodations can be made.*

*Posted 11/28/2017 5:00 pm*

cc: Committee Members, Mayor & remaining Council, Administrator, Attorney