

**REGULAR CITY COUNCIL MEETING MINUTES
MONDAY, AUGUST 13, 2018 – 6:00 PM
COUNCIL CHAMBERS, CITY HALL**

Members:

Mayor Tom Hartz, Council President, Ken Howell, Council Vice President, John Halverson,
Alderpersons: Selena Proksa, Doug Skates, Tim Dunn, Cindy Flower, Shari Straube, and Rich Hedlund

Mayor Hartz called the meeting to order at 6:00 p.m.

Aldersperson Hedlund led the Council in the Pledge of Allegiance.

Roll Call

Present: Proksa, Skates, Dunn, Flower, Straube, Halverson, Hedlund, and Howell

Absent: None

Others Present: Mayor Hartz, City Attorney Draper, Finance Director Hall, and City Clerk Kropf

Awards, Presentations, and Proclamations

None

Re-consider business from previous meeting

None

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

Bridget Leech; N320 Highland Dr; Spoke in regards to the DNR permitting for the Ice Castles.

Terry O'Neil; 954 George St; Spoke in opposition of the resolution regarding to the Comprehensive Plan Amendment and asked for clarification of the language within it.

Michelle Pete; 1188 Mobile St; Spoke in opposition to having the City of Lake Geneva Trick or Treating on a weeknight. She spoke in favor and gave reasons for why it should be held on the Sunday before Halloween.

Kristen Olson; 998 Lake Geneva Blvd; Spoke in opposition to having the City of Lake Geneva Trick or Treating on a weeknight. She spoke in favor and gave reasons for why it should be held on the Sunday before Halloween.

Acknowledgement of Correspondence

Clerk Kropf stated there wasn't any correspondence to acknowledge at this time.

Approve Regular City Council Meeting minutes of July 23, 2018, as prepared and distributed

Motion by Howell to approve the July 23, 2018 City Council Minutes, second by Skates. No discussion or changes were offered. Motion carried 8-0.

CONSENT AGENDA– *Recommended by Finance, License and Regulation on August 7, 2018*

Any item listed on the consent agenda may be removed at the request of any member of the Council. The request requires no second, is not discussed, and is not voted upon.

Aldersperson Skates asked that the item relating to the Premises Extension and Sidewalk Café for Flat Iron Tap be taken off the consent agenda.

-2018-2019 Original & Renewal Operator License applications filed by various applicants as listed in packet

-Park Reservation Permit filed by Cecilia Buch for the event of taking Pictures for Buch/Wrobel Wedding to take place on May 4, 2019 in the Gazebo at Flat Iron Park between the hours of 3:00 p.m. to 6:00 p.m. *(Approved by the Board of Park Commissioners on July 25, 2018)*

-Parade Permit Application filed by Badger High School for the event of the Annual Homecoming Parade to take place on October 12, 2018 through downtown Lake Geneva between the hours of 4:30 p.m. to 5:00 p.m.

-Street Use Permit Application filed by Badger High School for the event of Badger High School Homecoming Fireworks Display to take place on October 12, 2018 at 600 N Bloomfield Rd between the hours of 9:00 p.m. to 10:00 p.m.

-Fireworks Permit application filed by Badger High School and J & M Displays for the use of fireworks on the Badger High School soccer field, 220 E. South St., on October 12, 2018 between the hours of 9:00 p.m. and 10:00 p.m.
(recommended for approval by the Fire Chief)

Motion by Skates to approve the consent agenda, second by Proksa. No discussion. Motion carried 8-0.

Items Removed from the Consent Agenda

-Sidewalk Permit and Alcohol Premises Extension Permit filed by D&D Restaurant Group (d/b/a Flat Iron Tap) located at 150 Center Street; Additional seating and alcohol license premise extension to apply to outdoor seating on south side of building in alley

Skates noted that this be removed as it still needs to be considered by the Public Works Committee.

Motion by Skates to refer this item to the Public Works Committee for approval, second by Howell. No discussion. Motion carried 8-0.

Finance, License, and Regulation Committee Recommendations of August 7, 2018- Ald. Howell

Discussion/Recommendation regarding the Parking License Agreement with AT & T for 10 parking spaces located at 645 Main Street (Per the agreement, the City is exercising its option to extend the term five (5) additional years by providing written notice)

Motion by Howell to approve, second by Hedlund. Flower asked that the agreement language be changed as there are several typos. Clerk Kropf did note that staff will need to reconfigure the agreement with software to make it amendable. This conversion would only allow staff to change any grammar errors or typos, but not the content of the agreement itself. Motion carried 8-0.

Discussion/Recommendation regarding technical support quote for ShoreTel phone system for a one-year term amount not to exceed \$6,439.16

Motion by Howell to approve, second by Hedlund. No discussion. Motion carried 8-0.

Discussion/Recommendation regarding an updated agreement between the City of Lake Geneva and Ice Castles LLC for the Ice Castle Display to occur at Riviera Beach (City Attorney has reviewed and recommends changes as outlined in the agreement; Approval of agreement contingent upon DNR permitting approval)

Motion by Howell to approve, second by Straube. City Attorney Draper stated that the agreement has a clause to include DNR approval so to have that language in the motion is not needed. Motion carried 8-0.

Discussion/Recommendation regarding acceptance of a donation from the Tourism Commission in the amount of \$4,500 for the installation and twelve months of service for Wi-Fi Internet Service at the Riviera Ballroom (\$1,000 for installation and \$3,500 for twelve months of service) (Approved by the Piers, Harbors, and Lakefront Committee on July 18, 2018)

Motion by Howell to approve, second by Hedlund. Howell noted that this was approved unanimously by the Finance Committee and since the money is coming from the Tourism Commission it would not cost any money to the City. Mayor Hartz questioned if there is currently equipment for the Wi-Fi at the Riviera. Hedlund noted that it is unlikely that since the Riviera does not currently have Wi-Fi.

Motion by Skates to suspend the rules to allow Jeff Miskie to speak on the subject, second by Proksa. Motion carried 8-0. Miskie indicated that he is not aware of any equipment at the Riviera that would accommodate Wi-Fi but with this acceptance of the donation he could relay it from the library to avoid any disruption in front of the Riviera. Motion carried 8-0.

Discussion/Recommendation regarding acceptance of a donation from the Tourism Commission in the amount of \$500 to conduct a Riviera Ballroom Virtual Tour (Approved by the Piers, Harbors, and Lakefronts Committee on July 18, 2018)

Motion by Howell to approve, second by Hedlund. Howell noted that this was approved unanimously by the Finance Committee and since the money is coming from the Tourism Commission it would not cost any money to the City. Hedlund stated that the Tourism Commission was very much in favor of this as it would draw more guests to rent and visit the Riviera and ultimately generate overnight guests for the hotels in the area as well. Motion carried 8-0.

Discussion/Recommendation regarding setting a date and time for Annual City of Lake Geneva Trick or Treating through the City (2017 Trick or Treat Date and Hours approved by Council on August 14, 2017 was October 31, 2017 from 5:00 p.m. to 8:00 p.m.; Finance, License and Regulation Committee recommends Trick or Treat date to be scheduled for Wednesday, October 31, 2018 from 5:00 p.m. to 7:00 p.m.)

Motion by Howell to approve holding Trick or Treating on Wednesday, October 31, 2018 from 5:00 p.m. to 7:00 p.m., second by Skates. Howell stated that he would have to agree with those who spoke, in that he would like to see that Trick or Treating occur on the Sunday before the Halloween holiday. Proksa echoed Howell's statement and would like to see that the Trick or Treating occur on Sunday. Straube and Skates both explained that they would like to see this continue on the holiday itself. Hedlund would like to see the holiday be celebrated on the Sunday before and he has received a lot of feedback from citizens encouraging it.

Motion failed 3-5, with Proksa, Flower, Halverson, Hedlund, and Howell voting no.

Motion by Howell to conduct the annual Trick or Treating on Sunday, October 28, 2018 from Noon to 4:00 p.m., second by Hedlund. Motion carried 6-2, with Straube and Skates voting no.

Discussion regarding 2019 Budget Process/Timeline and Goals

Finance Director Hall outlined the proposed budget timeline and goals. Flower asked that City staff review their goals for their department. She would like them to have ideas to streamline their work and to possibly save the City money. No action taken.

Discussion/Recommendation regarding approval of the proposal for Public Administration Associates LLC to provide recruitment services for hiring an interim and permanent City Administrator (Personnel Committee recommended approval 4-0 on August 2, 2018)

Motion by Howell to approve, second by Halverson. Howell noted that the firm gave a very detailed presentation and that this needs to move forward to start the process for hiring an interim and permanent City Administrator. Motion carried 8-0.

Discussion/Recommendation regarding Resolution 18-R59 establishing public participation procedures for both the regular and unique consideration of 2018 amendments to the City of Lake Geneva Comprehensive Plan

Motion by Skates to approve, second by Proksa. City Attorney Draper addressed the Council regarding this resolution. He added that this process would be the start to annually review any projects that might need a comprehensive plan amendment prior to the ten-year renewal period being complete. This resolution would start that process and the City would also hold a public workshop for any changes that are proposed. Motion carried 8-0.

Discussion/Recommendation regarding implementation of a parking pilot app with the company ParkPNP.

Motion by Flower to approve, second by Hedlund. Flower added that this will be a pilot for now and that this app will allow business owners to pay for customer parking as a business promotion. Motion carried 8-0.

Presentation of Accounts – Ald. Howell (Recommended by Finance, License and Regulation Committee on August 7, 2018)

Purchase Orders

None

Prepaid Bills in the amount of \$35,552.28

Motion by Howell to approve, second by Skates. No discussion. Motion carried 8-0.

Regular Bills in the amount of \$149,442.05

Motion by Howell to approve, second by Skates. No discussion. Motion carried 8-0.

Adjournment

Motion by Dunn to adjourn the meeting, second by Halverson. Motion carried 8-0. The meeting of the Common Council adjourned at 7:00 p.m.

THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE COMMON COUNCIL OF THE CITY OF
LAKE GENEVA