

**FINANCE, LICENSING & REGULATION COMMITTEE MINUTES**  
**TUESDAY, DECEMBER 17, 2019 – 6:00 PM**  
**CITY HALL, CONFERENCE ROOM 2A**

Committee Members: Chairperson Ken Howell, Alderpersons: Selena Proksa, Doug Skates, John Halverson, and Rich Hedlund

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

**Roll Call**

Present: Howell, Halverson, Hedlund, Proksa, and Skates

Absent: 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

Kevin Fleming; 1032 Wisconsin St; Spoke in opposition of the purchase of the new kiosks and would like this see delayed; asked that the funds be placed in the General Fund.

Approve the Regular Finance, Licensing and Regulation Committee Meeting minutes of December 3, 2019, as prepared and distributed

Motion by Hedlund to approve, second by Skates. No discussion. Motion carried 5-0.

**Licenses & Permits**

2019-2021 Original & Renewal Operator License applications filed by various applicants as listed in packet

Motion by Hedlund to approve, second by Proksa. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding a Tier I Event Permit Application filed by J3 Events Inc for the event of “Wine Run 5K” to occur on Sheridan Springs Rd and Edwards Blvd on June 7, 2020 from 9:00 a.m. to 10:00 a.m.- Event to end at Studio Winery, 401 E Sheridan Springs Rd

Motion by Halverson to approve, second by Skates. The is the first year for this event. No discussion. Motion carried 5-0.

Discussion/Evaluation/Possible Recommendation regarding an Original “Class B” Reserve Intoxicating Liquor & Class “B” Fermented Malt Beverage License Application filed by Beachside Hospitality Inc d/b/a Barrique Bistro & Wine Bar, agent, Nancy Trilla, located at 835 Wrigley Drive, Lake Geneva, WI

Motion by Howell to suspend the rules to allow Tom Trilla to speak, second by Skates. Motion carried 5-0.

Tom Trilla, owner of Barrique Wine Bar, addressed the committee. He noted that he and several establishments were cited last month for lack of bartenders on premises. He noted that this issue has been resolved and will not happen again. He added that this incident was not intentional and they do not wish to not obey the law.

Proksa stated that she would like any violations to be made known prior to a vote and would like this to be part of the background check process. Hedlund stated that he understands that violations like that happen, but that he would like to save this for economic development purposes.

Clerk Kropf explained that there is no difference between the regular and reserve Class B combination licenses as far as what alcohols can be served. She added that the only difference between the two is that the reserve does cost an additional \$10,000. She explained that there once a way for cities to offer an economic development grant to individuals applying for the reserve license. This process would allow for the applicant to apply for an economic development grant that would usually cover the \$10,000 license fee, but the state took that provision away from municipalities a couple of years ago.

Motion by Proksa to continue this item, second by Halverson. Motion carried 5-0.

Discussion/Recommendation regarding draft policy regarding centralized retention location of various personnel records

Motion by Proksa to approve, second by Halverson. Date for compliance is March 1, 2020. Motion carried 5-0.

Discussion/Recommendation regarding an amendment to the City of Lake Geneva Employee Handbook relating to the payment of holiday pay to part-time employees

Proksa stated that this came about as a request from the Chief of Police. This would allow part-time employees to receive holiday pay for working on holidays. This would equate to about \$8,000 at the most between all City departments that have part-time staff.

Motion by Proksa to approve, second by Halverson. Motion carried 5-0.

Discussion/Recommendation to award the bid for the parking kiosk purchase to Total Parking Solutions with the number of parking kiosks and model of kiosks to be determined

Motion by Hedlund to approve awarding the bid to Total Parking Solutions, second by Proksa.

Parking Manager Mullally reviewed the different RFPs that were received and stated that the bid should be awarded to Total Parking Solutions. While this was not the lowest apparent bidder, they were the lowest most responsible bidder. Skates stated that he would like to hold off on this for 2020. Hedlund indicated that the current machines have slow technology that results in unnecessary tickets. He worries that if this waits the kiosks will only become more expensive. There is also concern that the maintenance agreement with the current vendor has not been approved to make way for these new kiosks. Proksa stated that she would like to look into the kind of kiosks that the City of Milwaukee uses. Mullally addressed the City of Milwaukee kiosks; these are individual stall parking meters versus multi-stall kiosks, which is what the City has currently. She noted that instead of having 63 kiosks to maintain there would be over 1,000 and that the City doesn't have the staff to facilitate that.

Motion failed 2-3, with Proksa, Skates, and Halverson voting no.

Discussion/Recommendation regarding approving the letter of intent to purchase a 2020 HV507 SFA Plow Truck with additional Dual Air Bag Kit with Automatic Control from Lakeside International in an amount not to exceed \$174,112.00

Motion by Hedlund to approve, second by Halverson. Hedlund stated that this a replacement and that the City will save money by signing in 2019. Motion carried 5-0.

Discussion/Recommendation regarding Pay Request #3 to Payne & Dolan Inc for the 2019 Street Improvement Project in an amount not to exceed \$16,989.36

Motion by Hedlund to approve and refer to Council for approval, second by Proksa. Motion carried 5-0.

Discussion/Recommendation regarding Pay Request #4 (final) to Willkomm Excavating & Grading, Inc for the 2018 Main Street Reconstruction Project in an amount not to exceed \$965.68

Motion by Hedlund to approve and refer to Council for approval, second by Skates. Motion carried 5-0.

Discussion regarding November Treasurer's Report and Budget versus Actual Report

Finance Director Hall reviewed the November 2019 Treasurer's Report and the Budget versus actual.

**Presentation of Accounts**

Prepaid Bills in the amount of \$ 43,602.75

Motion by Skates to approve, second by Hedlund. No discussion. Motion carried 5-0.

Regular Bills in the amount of \$128,934.06

Motion by Proksa to approve, second by Halverson. No discussion. Motion carried 5-0.

**Adjournment**

Motion by Halverson to adjourn the meeting, second by Skates. Motion carried 5-0. The meeting adjourned at 6:57 p.m.