

FINANCE, LICENSING & REGULATION COMMITTEE MINUTES
TUESDAY, FEBRUARY 18, 2020 – 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, and Proksa

Absent: Hedlund

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

No comments from the public.

Approve the Regular Finance, Licensing and Regulation Committee Meeting minutes of February 4, 2020, as prepared and distributed

Motion by Skates to approve, second by Proksa. No discussion. Motion carried 4-0.

Licenses & Permits

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

Motion by Proksa to approve, second by Halverson. No discussion. Motion carried 4-0.

Discussion/Recommendation regarding a Tier I Event Application filed by RAM Racing for the event of Big Foot Triathlon & Trail Run to take place at Bigfoot State Park on June 13, 2020 (trail run) and June 14, 2020 (triathlon) from 7:00 a.m. to Noon on both days

Motion by Skates to approve, seconded by Halverson. No discussion. Motion carried 4-0.

Discussion/Recommendation regarding a Tier I Event Permit Application filed by the Lake Geneva Jaycees for the event of Jaycees Easter Egg Hunt to take place at Seminary Park on April 11, 2020 from 8:00 a.m. to Noon

Motion by Proksa to approve, seconded by Halverson. No discussion. Motion carried 4-0.

Discussion/Recommendation regarding **Resolution 20-R09** a resolution of commitment and support for the Wisconsin Department of Transportation (WisDOT) 2020-2024 Transportation Alternatives Program (TAP) Application to Design and Construct the South Street Trail

Brief discussion held concerning the parameters of the proposed grant application. Motion by Proksa to approve, seconded by Skates. Motion carried 4-0.

Discussion/Recommendation regarding acceptance of a donation in the amount of \$750 from the Lakeland Community Church

General discussion concerning the history of this donation as well as the intent of the church regarding its possible uses. Motion by Proksa to add the donation amount to the budget for use at the employee appreciation picnic, seconded by Halverson. Motion carried 4-0.

Discussion/Recommendation regarding **Resolution 20-R10** a resolution approving the assigned fund balance for the Avian Committee donations account as of December 31, 2019

Karen Hall explained the resolution which will carry over unused donation funds from the Avian Committee forward into the 2020 budget. After brief discussion, motion by Proksa to approve, seconded by Skates. Motion carried 4-0.

Discussion/Recommendation regarding **Resolution 20-R11** a resolution approving the assigned fund balance for the Historic Preservation Committee donations account as of December 31, 2019

Karen Hall explained the resolution which will carry over unused donation funds from the Historic Preservation Committee forward into the 2020 budget. After brief discussion, motion by Skates to approve, seconded by Halverson. Motion carried 4-0.

Discussion/Recommendation regarding **Resolution 20-R12** a resolution adopting 2019 transfers from the Lakefront Special Revenue Fund and the Parking Special Revenue Fund to the General Fund

Karen Hall explained the resolution in greater detail to the committee. After brief discussion, Motion by Halverson to approve, seconded by Skates. Motion carried 4-0.

Discussion/Recommendation regarding awarding the bid for the City Hall Fire Alarm Panel Replacement Project to Cintas in an amount not to exceed \$13,915.87

Motion by Proksa to approve, seconded by Halverson. Motion carried 4-0.

Discussion/Recommendation regarding approval to place various Public Works and City Hall surplus equipment for auction and for funds generated to be placed into the Equipment Replacement Fund

Motion by Proksa to approve, seconded by Skates. Motion carried 4-0.

Discussion/Recommendation regarding approving the purchase of a Turf Sweeper as part of the 2020 Equipment Replacement in an amount not to exceed \$24,932.44

Discussion by the committee concerning the timing of this purchase. Being a demonstration model, the cost is less than full retail. After further discussion Proksa so moved to approve noting in her motion that the purchase of this equipment will be paid for by revenue received from the sale of surplus public works equipment scheduled for disposal, Halverson seconded. Motion carried 4-0.

Discussion regarding December 2019 Treasurer's Report and Budget versus Actual Report

Karen Hall reviewed the December Report and Budget vs. Actual report with the committee and answered various questioned posed.

Presentation of Accounts

Prepaid Bills in the amount of \$ 49,551.06

Motion by Hedlund to Proksa, second by Halverson. Motion carried 4-0.

Regular Bills in the amount of \$156,109.31

Motion by Skates to approve, second by Halverson. Motion carried 4-0.

Adjournment

Motion by Proksa to adjourn the meeting of the Finance, Licensing, Regulation Committee, second by Halverson. Motion carried 4-0. The meeting adjourned at 6:33 p.m.