

FINANCE, LICENSING & REGULATION COMMITTEE MINUTES
TUESDAY, FEBRUARY 4, 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: Skates

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 favor of not increasing the parking rate, but extending the times that parking is enforced from 9:00 a.m. through 7:00 p.m. to 7:30 a.m. to 10:00 p.m.

Bruce Bennett; 384 S Stone Ridge; Spoke in favor of extending the parking enforcement hours to 7:30 a.m. to 10:00 p.m. and noted that the pedestrian count was increased by 16%. He also added that there is a want to re-establish a Parking Committee and read an article from the Lake Geneva Regional News that included citizens expressing concerns with the potential parking rate increase.

Sean Payne; 127 Sumner; Spoke in favor of the parking rate increased to \$2 everywhere and extended parking enforcement hours.

Ann Esarco; 1051 Mobile St; Spoke in favor of increasing of the City-wide parking rate increase, but not the morning extended hours.

Approve the Regular Finance, Licensing and Regulation Committee Meeting minutes of January 21, 2020, as prepared and distributed

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

Discussion/Evaluation/Possible Recommendation regarding an Original “Class B” Reserve Intoxicating Liquor & Class “B” Fermented Malt Beverage License Application filed by Sabai Sabai Thai Cuisine Inc d/b/a Sabai Sabai Thai Cuisine, agent, Jirapa Cox, located at 306 Center St, Lake Geneva, WI

Motion by Howell to approve, second by Proksa.

Jirapa Cox from Sabai Sabai Thai Cuisine addressed the committee. Proksa asked why the original license was turned in. Cox stated that at the time the license was surrendered they weren't sure if they would need the license but now they would like to move forward with the license. Motion failed 1-3, with Halverson, Hedlund, and Proksa voting no.

Discussion/Recommendation regarding Building and Zoning Scanning Project Estimates

Motion by Hedlund to approve, second by Halverson. Jim Flower addressed the committee regarding the two estimates for the scanning projects and the need to have their files digitized. He stated that the first estimate is from CitiesDigital in an amount of \$63,651 and the other came from Kapur in the amount not to exceed \$66,955. This would be a three-year project; the first year would be scanning all of the property files, year two would be the large scale plans, and the third year (optional) all archived large scale maps located in the basement of City Hall. Mayor Hartz stated that City staff would not have to organize them in any way prior to the project beginning and that the committee should approve the first year only. Howell stated that if this is approved only the first \$30,000 would be paid from the contingency fund and the remaining years would be put into the budget.

Motion by Hedlund to accept the proposal from Kapur for the first year only with the funds coming from contingency, second by Halverson. Motion carried 4-0.

Discussion/Recommendation regarding posting of Parking Manager Position

Motion by Proksa to approve, second by Halverson. Proksa stated that this was approved at Personnel and that the posting should not cost more than \$500. City Administrator Nord stated the various arenas that this notice will be posted/published. Motion carried 4-0.

Discussion/Recommendation regarding possible parking rate increase

Motion by Proksa to approve the parking increase of \$2 City-wide with the extension of parking enforcement to 9:00 p.m., second by Halverson. Hedlund spoke in opposition of the City-wide parking rate increase and noted that the downtown will become more congested than it already is. Finance Director Hall stated that there is a shortfall in the budget of \$100,000 and discouraged the extension of the hours due to the possibility of employee WRS contributions. Motion carried 3-1, with Hedlund voting no.

Discussion/Recommendation of **Resolution 20-R05** amending the City of Lake Geneva Fee Schedule to include wait list fees for Buoys, Slips, and Kayaks

Motion by Hedlund to approve, second by Halverson. Clerk Kropf stated that this wait fee has been charged for quite some time, but it was noticed that it was not a part of the fee schedule. Motion carried 4-0.

Discussion/Recommendation of **Resolution 20-R06** authorizing the carryover of 2019 Capital Projects Funds to the 2020 Capital Projects Fund Budget and authorizing additional 2020 purchases from the Capital Projects Fund

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

Discussion/Recommendation of **Resolution 20-R07** authorizing the carryover of 2019 Equipment Replacement Funds to the 2020 Equipment Replacement Fund Budget and authorizing additional 2020 purchases from the Equipment Replacement Fund

Motion by Proksa to approve, second by Halverson. Finance Director Hall stated that there is a balance in the new software budget that she would like to carry over to implement the software fully. This includes the funds for a new leaf vacuum for the Public Works Department. Motion carried 4-0.

Discussion/Recommendation of **Resolution 20-R08** adopting a 2020 budget amendment authorizing the use of reserve (assigned) funds in the Parking Fund for the purchase of (50) kiosks from Total Parking Solutions, Inc. in the amount of \$330,350

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

Presentation of Accounts

Prepaid Bills in the amount of \$2,354,936.36

Motion by Hedlund to approve, second by Proksa. Finance Director Hall noted that the taxes were transferred to the LGIP. Motion carried 4-0.

Regular Bills in the amount of \$ 311,036.89

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

Motion to go into Closed Session pursuant to Wisconsin Statute 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. related to **Samson Enterprises, Inc Liquor License**

Motion by Howell to convene the Finance, Licensing, and Regulation Committee into Closed Session and to include all City Staff, second by Proksa. Motion carried 4-0. The committee convened into closed session at 6:40 p.m.

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

Motion by Hedlund to convene the committee into Open Session, second by Proksa. Motion carried 4-0. The committee reconvened at 6:48 p.m.

No action taken on closed session items.

Future Agenda Items
-Amend Class B License Policy

Adjournment

Motion by Hedlund to adjourn the meeting of the Finance, Licensing, Regulation Committee, second by Proksa. Motion carried 4-0. The meeting adjourned at 6:50 p.m.