

FINANCE, LICENSING & REGULATION COMMITTEE MINUTES
TUESDAY, MAY 5, 2020 – 6:00 PM
CITY HALL, COUNCIL CHAMBERS

Committee Members: Chairperson Ken Howell, Alderpersons: Joan Yunker, Mary Jo Fesenmaier, John Halverson, and Rich Hedlund

Chairperson Howell called the meeting to order at 6:01 p.m.

Roll Call

Present: Howell, Yunker, Fesenmaier, Halverson, and Hedlund

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

Terry O'Neill; 954 George St; Spoke in favor of the City exploring budget revisions listed as moderate in the City Administrator's memo.

Approve the minutes of the April 21, 2020 Finance, Licensing, and Regulation Committee meeting as prepared and distributed

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

Licenses & Permits

Discussion/Recommendation regarding an Agent Change for Kwik Trip Inc d/b/a Kwik Trip #219, to Laura Meinen

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

Discussion/Recommendation regarding an Original Class "B" Fermented Malt Beverage License Application filed by The Farmstand LLC d/b/a The Farm Stand, agent, Dan Robers, located at 830 W Main St, Unit C

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

Discussion/Recommendation regarding **Resolution 20-R35** a resolution authorizing the carryover of 2019 Equipment Replacement Funds to the 2020 Equipment Replacement Fund Budget and adjusting assigned/unassigned balances for these purchases

Motion by Halverson to approve, second by Hedlund. Finance Director Hall stated that there was a Fire vehicle that was damaged in 2019 and the funding to replace it was approved in 2019. She stated that the vehicle was obtained in 2020 and that the funds should be moved to 2020. This resolution will approve the reallocation of that money. Motion carried 5-0.

Discussion/Recommendation regarding **Ordinance 20-03** ordinance amending Chapter 2, Administration, Article VIII, Emergency Government, Section 2-401, Policy and Purpose by adding Subsection (d), enforcement and Penalty relating to the Enforcement or Emergency Orders issued by the State of Wisconsin or the City of Lake Geneva, Wisconsin

Chief Rasmussen stated that this will allow the Police Department to issue a citation due to a violation of an Emergency Order. He added that the District Attorney will not take any misdemeanors that come from the lack of this type of ordinance being in place. He added that this should have been in place from the start and that it should be in place for the future. Rasmussen noted that other municipalities are following the same path and others are not. He added that Police Department would not just go out and start writing tickets; they would continue to enforce compliance. Fesenmaier a Motion by Hedlund to approve, second by Halverson. Motion carried 5-0.

Discussion regarding the City of Lake Geneva Event Permit Policy as it relates to the Waiver of Fees

Howell noted that this had come forward as a request from Alderperson Fesenmaier. Fesenmaier inquired how the waiver of fees worked for the event permits. Clerk Kropf noted that the Deputy Clerk had reviewed the trend of which groups had requested the waiver of fees for certain events. After reviewing those trends and how other municipalities handle event permits, the policy was developed to indicate that non-profit organizations would be able to apply with automatic waiver of fees. This policy would give the Council a clear outline of which groups were able to have the event permit fees waived. No action taken.

Discussion regarding City of Lake Geneva Revenue Shortfalls and Reduction of Expenditures for 2020

City Administrator Nord addressed the committee regarding the memo that was included in the Finance packet. He outlined the different categories for how department heads could possibly reduce expenses. Nord stated that the Departments heads have started the review of their budgets, however they would like additional direction from the Council. Finance Director Hall stated that she is worried about the revenue shortfall from parking, room tax, and beach admission. She added that there are other options that include short term borrowing or using the City's reserve funds. Flower questioned if the City should maybe postpone certain projects that are slated to be completed in 2020. This information should be made available from the Departments Heads for the upcoming Standing Committee meetings. Flower also added that she would not agree with the raising of any fees or reducing wages for any City staff. No action taken.

Discussion/Possible Action regarding potential license fee reduction or payment deferment for certain City-issued licenses

City Clerk Kropf stated that she had received requests from certain local businesses that the City reduce or waive license fees. If the City were to waive or reduce all of the fees for the licenses expiring June 30, the City would lose about \$85,000. Kropf added that she had considered offering a license payment deferment, however after reviewing the State Statute and conferring with the City Attorney, the City can't legally offer that. This more specifically applies to the liquor, tobacco, and operator licenses. Motion by Howell to leave the fees as is, second by Hedlund. Motion carried 5-0.

Presentation of Accounts

Prepaid Bills in the amount of \$ 392,780.59

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

Regular Bills in the amount of \$ 187,742.15

Motion by Howell to approve, second by Yunker. Finance Director Hall stated that the General Communications invoice is so that the emergency equipment can be taken off the Dodge Street Tower before it is razed and then it will be put back up once the tower is complete. Motion carried 5-0.

Adjournment

Motion by Fesenmaier to adjourn the meeting, second by Howell. Motion carried 5-0. The meeting adjourned at 6:44 p.m.