FINANCE, LICENSING & REGULATION COMMITTEE MINUTES
TUESDAY, FEBRUARY 2, 2021 – 4:30 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 4:30 p.m.

Roll Call
Present: Howell, Fesenmaier, Halverson, Hedlund, and Yunker
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
None

Approve the minutes of the January 19, 2021 Finance, Licensing, and Regulation Committee meeting as prepared and distributed
Motion by Hedlund to approve, second by Yunker. No discussion. Motion carried 5-0.

Licenses & Permits

Discussion/Recommendation regarding an agent change for Kwik Trip Inc d/b/a Stop-N-Go #1520, located at 896 S Wells St to Brigett Kohn
Motion by Hedlund to approve, second by Yunker. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding purchasing three Cale Stealth Terminals to be placed at the Riviera Beach in an amount not to exceed $35,127
Motion by Hedlund to approve, second by Yunker. Hedlund noted that this expense is in the budget to replace the old kisoks. Motion carried 5-0.

Discussion/Recommendation regarding Pay Request #1 from Payne & Dolan, INC for the 2020 Street Improvement Project in an amount not to exceed $522,663.53
Motion by Hedlund to approve, second by Halverson. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding **Resolution 21-R08** a resolution designating Local Depositories, pursuant to Section 34.05, Wisconsin Statutes and Authorized Signatories for the City of Lake Geneva
Motion by Halverson to approve, second by Hedlund. Finance Director Hall noted that this is being updated due to the hire of the new Treasurer. Motion carried 5-0.

Discussion/Recommendation regarding possibly increasing permit fees issued by the Building & Zoning Department
Motion by Yunker to approve as presented, second by Hedlund. Building & Zoning Administrator Fred Walling addressed the committee regarding the possible increase of fees. He noted that the increase is minimal to help the budget for the new full time position within the Building & Zoning Department, these fees are also not out of line with surrounding communities. He added that he wanted the fees to be accurate without being prohibitive. Motion carried 5-0.

Discussion/Recommendation regarding lease with the Lake Geneva Chamber of Commerce Inc for the Lake Geneva "Visitor's Center" Building
City Administrator Nord noted that the current agreement is expiring this year and he wanted the committee's input regarding the fee for the building use and which body may be in charge of certain aspects of maintenance of the building. The current agreement states that VISIT Lake Geneva will pay the City one dollar a year for the building; he wondered if the committee wanted to visit that topic.

Motion by Howell to direct the City Administrator to refer to the City Attorney for review, second by Halverson. Motion carried 5-0.

Discussion/Recommendation regarding **Ordinance 21-01** an ordinance amending Chapter 2, Administration, Article II, City Council, Section 2-49, Standing Committees, subsections (1) (a) of the Lake Geneva Municipal Code, Lake Geneva; as it relates to the ability to reschedule Finance, Licensing, and Regulation Committee meetings due to an election
Clerk Kropf explained that the municipal code does not allow for the chair to reschedule regular meetings and as elections only occur on first and third Tuesdays, she needs this change to allow for flexibility to reschedule to use Council Chambers as a polling location.
Motion by Hedlund to approve, second by Fesenmaier. Motion carried 5-0.

Discussion/Recommendation regarding rescheduling the February 16, 2021 Regular Finance, Licensing, and Regulation Committee to February 17, 2021 at 4:30 p.m. due to the Spring Primary Election
Motion by Halverson to approve, second by Hedlund. No discussion. Motion carried 5-0.

Discussion/Possible Recommendation regarding the Riviera Renovation project including an Owner Change Order 2 and Contingency Summary through January 28, 2021
Dave Luterbach from MSI addressed the committee regarding the change order and contingency summary. He noted that the contingency summary as ten items to be considered. These items were for plumbing work, additional demolition, jetting/flushing of the existing plumbing, sorting/reviewing the doors/hardware, the extension of the water service (this including several issues that needed to be addressed), piping that had been done by previous tenants that was discovered, the fire alarm system, the elevator shaft reconstruction, the installation below-slab sanitary sewer, and the boiler was not being fed by water lines with backflow preventers.
He further explained that the total change for the contingency is 146,849.00.
Luterbach explained the owner change order. The change order included a quote for separate water, sanitary, venting and electrical for each of the tenants within the concourse. They were asked to incorporate some foot wash stations between the beach access and the Riviera. Another item addressed some plumbing upgrades including the water softener. Including the plumbing requests included the re-piping of the water discharge for the kitchen area. The HVAC system also needs some upgrades including some air curtain and radiant ceiling heat for the vestibule. The boiler needs to be increased in size as well to help the radiant heat system. He added that the air conditioning in the concourse is being eliminated as the doors to the outside are usually open during the day. There were several items that were removed including the replacement of the balcony stairs and the motorized shades in the ballroom. Also, in our to propel the Riviera into the future, it was discussed that the Audio Visual equipment raceway and junction boxes be updated as well. The total on the change order summary comes to $83, 586.
Hedlund questioned who asked them about omitting the motorized shades and Luterbach explained that was recommended by the Riviera Restoration Ad Hoc Committee. Fesenmaier stated that the leases need to have provisions about altering the concourse spaces.
Motion by Howell to accept the change order and contingency summary, second by Hedlund. Motion carried 5-0.

Presentation of Accounts

Prepaid Bills in the amount of $2,058,545.52
Motion by Hedlund to approve, second by Yunker. No discussion. Motion carried 5-0.

Regular Bills in the amount of $ 220,347.07
Motion by Hedlund to approve, second by Halverson. No discussion. Motion carried 5-0.

Adjournment
Motion by Hedlund to adjourn, second by Yunker. Motion carried 5-0. The meeting adjourned at 5:19 p.m.