

FINANCE, LICENSING & REGULATION COMMITTEE MINUTES
TUESDAY, SEPTEMBER 7, 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, Yunker, and Hedlund

Absent: Halverson

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 August 17, 2021 Finance, Licensing, and Regulation Committee meeting as prepared and distributed

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

Licenses & Permits

Discussion/Recommendation regarding a Tier I Event Permit Application filed by the Badger High School for the event of Annual Homecoming Game to be held Friday, October 15, 2021 from 7:00 p.m. to 10:00 p.m. (portion of Wells Street to be closed from post-game to approximately 9:00 p.m.)

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

Discussion/Recommendation regarding a Fireworks Permit filed by Badger High School for the Annual Homecoming Fireworks to be held Friday, October 15, 2021 from post-game to approximately 9:00 p.m., located near Lake Geneva Middle School

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

Discussion/Recommendation regarding the Original Regular “Class B” Intoxicating Liquor license and Class “B” Fermented Malt Beverage license application filed by Ovalle-Perez LLC d/b/a Taqueria el Gallo de Oro, Agent, Cynthia Perez, located at 820 Williams St, Lake Geneva

Motion by Yunker to approve, second by Fesenmaier. No discussion. Motion carried 4-0.

Discussion/Recommendation regarding a Temporary Operator License filed by Dana Erickson to be used at the FalzFest Event held on September 17, 2021, located at 965 Wells St

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

Discussion/Recommendation regarding Impact Fees/ Impact Fee Study

Jon Cameron from Ehlers and Associates addressed the committee regarding Impact Fees. He noted that before any impact fees can be collected, a municipality must complete an impact fee study; he then outlined the eligible impact fee areas. He noted fees collected must be used within eight years, with the exception of sewer, which must be used within ten years. Cameron explained part of the process would be a public facilities needs assessment; which would inventory existing facilities and analyze deficiency/growth. If it happened that the impact fee was collected and never spent, it would have to be refunded to the payers.

Cameron noted that multiple areas for impact fee collections could be done within one document, but would need its own study. The cost would be approximately \$5,000 to \$7,000 per area of study.

Finance Director Hall noted the City currently collects impact fees for park, water, and sewer. She added that the City Leadership Team had put together a list of potential department needs, but would like to have a document that would identify what actually qualifies for an impact fee. City Administrator Nord stated that maybe the Leadership team list could be part of a proposal for a firm to identify for eligibility.

Hedlund would like to see studies done for water, sewer, parks, traffic control, fire facility, and highways. Fesenmaier would like to send this to the Council for a final approval to send out proposals to qualified firms.

Motion by Fesenmaier to draft a proposal to be sent to eligible firms, second by Howell. Motion carried 4-0.

Presentation of Accounts

Prepaid Bills in the amount of \$ 64,790.16

Motion by Yunker to approve, second by Fesenmaier. No discussion. Motion carried 4-0.

Regular Bills in the amount of \$389,323.64

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

Adjournment

Motion by Hedlund to adjourn, second by Yunker. Motion carried. The meeting adjourned at 5:08 p.m.