FINANCE, LICENSING & REGULATION COMMITTEE MINUTES
TUESDAY, SEPTEMBER 21, 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, Halverson, Hedlund, Fesenmaier, and Yunker
Absent:

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
Sarah Hill; 1024 George St; Spoke in opposition of the New Year's Eve Gala being hosted by the City. She further spoke in regards to the change orders for Phase I and Phase II of the Riviera Restoration Project. She also spoke in opposition of the annexation of various unincorporated town properties.

Approve the minutes of the September 7, 2021 Finance, Licensing, and Regulation Committee meeting as prepared and distributed
Motion by Halverson to approve, second by Hedlund. No discussion. Motion carried 5-0.

Licenses & Permits

Discussion/Recommendation regarding a Tier I Event Permit Application filed by the Badger High School for the event of Annual Homecoming Parade to be held Friday, October 15, 2021 from 4:00 p.m. to 5:30 p.m.
Motion by Hedlund to approve, second by Yunker. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding an Original "Class A" Intoxicating Liquor License and Class "A" Fermented Malt Beverage License Application filed by Fontana Petro Inc d/b/a Fontana Petro, Agent, Prabh Thind, located at 501 Interchange North, Lake Geneva
Motion by Yunker to approve, second by Fesenmaier. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding an Agent Change for Samson Enterprises LLC to Tai Starr Serna
Motion by Hedlund to approve, second by Yunker. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding City of Lake Geneva Insurance Renewal for 2021-2022
Motion by Halverson to allow Paul Lessila to address the committee, second by Yunker. Motion carried 5-0.
Lessila addressed the committee regarding the proposed 2021-2022 insurance renewal. He noted that the property insurance only saw a 2% rate increase; this was due to the Riviera Restoration project. He added the liability which includes the auto insurance, stayed flat from 2020-2021. The worker's compensation portion is set by state set rates; the MOD is at 105, which is an 18% increase due to claims. He noted the biggest change is to the cyber insurance; which was reviewed in the market place. He noted that the cyber portion would be moving from CHUBB to the League of WI Municipalities.
Motion by Howell to approve as presented, second by Hedlund. Motion carried 5-0.

Discussion/Recommendation regarding Riviera New Year's Eve Gala Ticket Price to fund the Never Say Never Playground
Mayor Klein addressed the committee regarding the Riviera New Year's Eve Gala. She asked that the committee consider a ticket price of $75 per person with the proceeds going to the Never Say Never playground, near Veteran's Park.
This event will not cost the city any money with all proceeds going to the non-profit.

Motion by Howell to approve the ticket price at $75 with the proceeds to go to the Never Say Never Playground, second by Yunker. Fesenmaier stated that these types of events being hosted by the City, should stop after this year, but encourages it from this year due to the recent renovation project. Motion carried 4-1, with Hedlund voting no.

Discussion/Recommendation regarding Proposals for Auditing Services for the Years 2021-2023, including the City of Lake Geneva, Lake Geneva Utility Commission and Downtown Lake Geneva Business Improvement District
City Administrator Nord reviewed the RFP process, and scoring process completed by himself, the Finance Director, and the Utilities Director. The recommendation from staff is to award to WIPFLI.

Motion by Hedlund to approve awarding the contract to WIPFLI, second by Howell. Motion carried 5-0.

Discussion/Recommendation regarding a proposal for the City of Lake Geneva Piers & Buoy Service for 2022-2024
City Administrator Nord stated that the City sent out RFP's for this service, and only one proposal was received from Gage Marine.
Motion by Yunker to award the contract to Gage Marine, second by Hedlund. Motion carried 5-0.

Discussion/Recommendation regarding Change Order #9 filed by MSI General Corp for Phase I of the Riviera Restoration Project in an amount not to exceed $2,768.00
Jay Craig from MSI General Corp addressed the committee concerning the change order for Phase I. He added that the savings on Phase I was approximately $206,000. Finance Director Hall reviewed her analysis of the overall project, as listed in the packet. She noted that the project is over budget but that money in the fund balance was assigned to cover the overage.
Motion by Fesenmaier to approve change order #9 for Phase I, second by Yunker. Motion carried 5-0.

Discussion/Recommendation regarding final pay request filed by MSI General Corp for Phase I of the Riviera Restoration Project in an amount not to exceed $40,938.00
Motion by Fesenmaier to approve, second by Yunker. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding Change Order #8 filed by MSI General Corp for Phase II of the Riviera Restoration Project in an amount not to exceed $206,020.00
Jay Craig stated that this final change order includes various credits and overages from the second phase. Dave Luterbach noted that this included hardware and wood doors. The decision was made to replace all of the custom wood doors in this phase. It also included minor changes in the bathrooms and in the bar area of the ballroom. Yunker inquired about the door near the boat launch being made smaller. Craig noted that the door had not been replaced due to cost. Yunker added that the door was part of the initial cost and that the City should have had a credit as that door was shrunk in size. Craig noted that MSI would be willing to absorb that cost to bring this project to completion.

Hedlund questioned MSI's ability to change the scope of the project. Craig indicated that the Ad Hoc Committee was the main driving vehicle for the approval of the change of scope. Hedlund noted that he was disappointed to see that changes were made without Council approval.
Motion by Howell to approve Change Order #8 for Phase II of the Riviera Restoration project, second by Yunker. Motion carried on a roll call vote 5-0.

Discussion/Recommendation regarding final pay request file by MSI General Corp for Phase II of the Riviera Restoration Project in an amount not to exceed $290,682.00
Motion by Howell to approve the final pay request for Phase II, second by Yunker. Motion carried 5-0 on a roll call vote.

Discussion/Recommendation regarding change order #1 filed by Hogan Environmental Cleaning for the Library Asbestos Abatement Project in an amount no to exceed $3,995.00
Motion by Halverson to approve, second by Fesenmaier. No discussion. Motion carried 5-0 on a roll call vote.

Discussion/Recommendation regarding setting date for 2021 Trick or Treating in the City of Lake Geneva
Motion by Howell to schedule for October 31, 2021 from Noon to 4:00 p.m., second by Fesenmaier. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding possible annexation of various unincorporated areas within and around the City of Lake Geneva
Attorney Draper explained that this item had come forward as a request from the Public Works Committee. If added that there are certain guidelines per state statute that need to be followed. He added that he would review if any town islands that existed prior to 1973 were still present and would prepare a memo for a future meeting. Committee discussion included possible splitting ownership of the road with the township and possibly explore the Stoneridge Developer's agreement that may have identified a second access to the development.
Motion by Howell to not explore the annexation of various township properties, second by Yunker. Fesenmaier disagreed with the motion. Motion was withdrawn, second agreed. No action taken.

Discussion/Recommendation regarding possibly creating a policy to identify steps for adding items to Committee agendas
City Administrator Nord stated that this had come from a question regarding process to have items added to agendas. Currently it would require approval of the chair for the committees. Fesenmaier stated that she would like to see the current process for Alders to request Council items be the same for agenda items for the committees. Fesenmaier offered to draft some policies for the committee's consideration. No action taken.

Discussion/Recommendation regarding possible purchasing monotubes, poles, and mast arms in regards to the Bloomfield Rd and Edwards Blvd signalization project
Motion by Howell to continue, second by Halverson. No discussion. Motion carried 5-0.

Discussion regarding August Treasurer's Report and Budget versus Actual
Finance Director Hall reviewed the August Treasurer's Report and Budget versus Actual report. No action taken.

Presentation of Accounts

Prepaid Bills in the amount of $ 66,800.77
Motion by Yunker to approve, second by Halverson. No discussion. Motion carried 5-0.

Hedlund left the room at 5:56 p.m.

Regular Bills in the amount of $205,844.28
Motion by Yunker to approve, second by Halverson. No discussion. Motion carried 4-0.

Adjournment
Motion by Halverson to adjourn, second by Yunker. Motion carried 4-0. The meeting adjourned at 5:57 p.m.