

# **CITY OF LAKE GENEVA FINANCE, LICENSING, AND REGULATION COMMITTEE MINUTES**

**WEDNESDAY, APRIL 5, 2023 - 4:30 PM**

**LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)**

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

## **Call to Order by Chairperson Howell**

Chairperson Howell called the meeting to order at 4:30 p.m.

## **Roll Call**

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

**Absent:** None

## **Comments from the public limited to 5 minutes, limited to items on this agenda**

None

## **Approval of the March 21, 2023 Finance, Licensing, and Regulation Committee minutes as prepared and distributed**

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

## **Licenses & Permits**

Discussion/Recommendation regarding an application for a Temporary Class "B"/"Class B" Retailer's License filed by St Francis de Sales for the event of Cinco de Mayo, to take place on May 7, 2023 from Noon to 6:00 p.m., located at 148 W Main St

Motion by Yunker to approve, second by Halverson. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding a Temporary Operator License Application filed by Cornelio Cruz to be used at the St. Francis de Sales Cinco de Mayo event to be held on May 7, 2023 from Noon to 6:00 p.m., located at 148 W Main St

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

Discussion/Recommendation regarding a Tier I Event Permit application filed by the Lake Geneva Public Library and Friends of the Lake Geneva Public Library for the event of Beachside Authorfest to take place on July 8, 2023 from 8:00 a.m. to 6:00 p.m., located in Library Park (*Applicant is requesting waiver of parking fees*)

Motion by Halverson to approve, second by Yunker. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding a Tier II Event Permit Application filed by VISIT Lake Geneva for the event of Concerts in the Park to take place on June 29, July 6, July 13, July 20, July 27, August 3, and August 10, located in Brunk Pavillion and Flat Iron Park (*Applicant is requesting waiver of parking fees*)

Howell explained that the applicant is not requesting a waiver of parking fees. Motion by Hedlund to approve, second by Yunker. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding a Tier I Event Permit application filed by the Lake Geneva Farmers Market at Horticultural Hall to take place every Thursday from May 2023 through October 2023, from 7:00 a.m. to 2:00 p.m. located at 330 Broad St (*Applicant is requesting waiver of parking fees*)

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

Discussion/Recommendation regarding a Tier I Event Permit application filed by the Holy Communion Episcopal Church for the event of Farmers Market to take place every Thursday from May 2023 through October 2023, from 8:00 a.m. to 1:00 p.m. located at 320 Broad St (*Applicant is requesting waiver of parking fees*)

Motion by Howell to approve, second by Fesenmaier. Fesenmaier would like to see a chart to show how many

events have the parking fees waived and how much that is costing the City. She added that a policy needs to be drafted that would outline what groups would get a waiver of fees. Fesenmaier stated that she volunteered to draft a policy with the input of the Chair and the City Administrator. City Administrator Nord explained that most of the groups that request the waiver of fees are not-for-profit groups so the policy couldn't be based solely on that. Motion carried 5-0.

Discussion/Recommendation regarding a Tier I Event Permit application filed by the Downtown Business Improvement District for the event of the Downtown Lake Geneva Annual Wine Walk to take place on May 21, 2023 from Noon to 4:00 p.m., located at various downtown Lake Geneva businesses

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

Discussion/Recommendation regarding Riviera Beach Access Options

Public Works Director Earle explained that this was on the agenda to discuss possible access options to the Riviera Beach. This would be redone to allow for a more accessible way to gain entry. City Engineer Rausch stated that she could get a task order together for the work to be done and estimated cost, for the next meeting.

Motion by Howell to continue, second by Yunker. Fesenmaier added that the account for which this will be paid out from be identified. Motion carried 5-0.

Discussion/Recommendation regarding removal of abandoned driving range office at Hillmoor property

Motion by Howell to approve, second by Hedlund. Public Works Director Earle stated that there will be a cost to remove it, that would about \$3,000 to \$4,000. Police Chief Gritzner added that a tour of the abandoned office had recently been vandalized and was a public safety risk.

Motion to amend by Hedlund to pay for the removal from the contingency fund, second by Howell. Motion to amend carried 5-0.

Original motion as amended carried 5-0.

Discussion/Recommendation regarding renewal of the 2023/2024 TAPCO Contract

DPW Director Earle stated that this is an annual contract and the cost increased only five percent.

Motion by Yunker to approve, second by Fesenmaier. Fesenmaier asked if TAPCO will verify the push buttons and the timers of the flashers. Earle explained that they indeed will. Motion carried 5-0.

Discussion/Recommendation regarding the purchase of a 2023 F-250 4x4 SD Regular Cab 8' box 142" WB SRW XL (F2B) not to exceed \$48,820.00 for the Department of Public Works

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

Discussion/Recommendation regarding the purchase of a 2023 F-250 4x4 SD Super Cab 6.75' box 148" WB SRW XL (X2B) not to exceed \$55,155.00 for the Department of Public Works

Motion by Yunker to approve, second by Halverson. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding **Resolution 23-R17** a preliminary resolution declaring intent to exercise Special Assessment Powers for the City of Lake Geneva 2023 Street Improvement Project

Motion by Hedlund to approve, second by Yunker. Fesenmaier stated that she would like to add three locations that have been discussed

Motion to amend by Fesenmaier 111 Wells St, 752/754 Wells St, and Park Drive at ZYUUP00198, second by Halverson. City Engineer Naomi Rausch stated that the other three locations are not a part of the 2023 Street Improvement Project and would require a separate survey. Rausch stated that she could work on the task order for the future work.

Motion to amend failed 1-4, with Howell, Hedlund, Fesenmaier, and Yunker voting no.

Original Motion carried 5-0.

Discussion/Recommendation regarding increasing the Lot B rental rate from \$750.00 to \$1,300.00 per day, to more accurately reflect the \$4.00 per hour weekend pricing

Parking Manager Elder stated that this is a housekeeping item and that this rate was never increased when the hourly rate was raised.

Motion by Yunker to approve, second by Hedlund. Hedlund stated that this increase shouldn't affect the existing bookings. Motion carried 3-2 with Howell and Fesenmaier voting no.

Discussion/Recommendation regarding designating Lot I as a reserved daily parking lot during June, July, and August with the cost adhering to 10 hours or parking at the current hourly rate (*Parking Ad Hoc Committee recommended approval*)

Parking Manager Elder explained that this item came as a recommendation from the Parking Ad Hoc committee. This would allow incoming guests to prebook parking before their stay in the City. He added that lot is used for 10 hours of parking for the resident parking sticker currently, so half could continue with that use and the other half could be used for reserved parking. Elder added this would be on a trial basis and would be addressed when summer has ended.

Motion by Hedlund to approve, second by Yunker. Motion carried 5-0.

Discussion/Recommendation regarding the application of the Knowles Nelson Grant by the Geneva Lake Conservancy for improvements to be made at the Hillmoor Property (*Hillmoor Ad Hoc Committee recommended approval*)

Motion by Hedlund to allow Karen Yancy to speak, second by Halverson. Motion carried 5-0.

Yancy addressed the committee regarding the plan to install walking trails within the Hillmoor property. She added that this could be paid for through a Knowles-Nelson grant, for the first phase. The grant would be a match grant which would require future funding and the application deadline for this grant would be May 1, 2023. Yancy stated that the trails would be built in the floodplains where nothing else could be built. Hedlund expressed concerns with the extent of the trail maps and has concerns with emergency service vehicle access. Fesenmaier noted concern with how quickly this would need to be executed. She would like environmental studies done before the grant is applied for and suggested to wait until 2024.

Motion by Yunker to approve, second by Halverson.

Fesmaier/does not want to apply for the grant until she has had time to review it.

Motion failed on a roll call vote of 2-3, with Howell, Hedlund, and Fesenmaier.

Discussion/Recommendation regarding the Geneva Lake Environmental Agency Chapter 30 ordinance related to Aquatic Invasive Species

Alderperson Fesenmaier stated the purpose of this ordinance is to help abate invasive species in the lake and hold people responsible who do not take those necessary precautions.

Motion by Fesenmaier to approve, second by Halverson. Motion carried 5-0.

### **Presentation of Accounts**

Pre-Paid Bills: \$228,062.11

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

Regular Bills: \$251,808.32

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

### **Adjournment**

Motion by Hedlund to adjourn, second by Halverson. Motion carried 5-0. Meeting adjourned at 5:29 p.m.