

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

TUESDAY, APRIL 18, 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, Fesenmaier, Halverson, and Yunker

Absent: Hedlund

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

None

Approval of the April 5, 2023 Finance, Licensing, and Regulation Committee minutes as prepared and distributed
Motion by Yunker to approve, second by Fesenmaier. No discussion. Motion carried 4-0.

Licenses & Permits

Discussion/Recommendation regarding an Agent Change application for D & D Restaurant Group Inc d/b/a Flat Iron Tap, to Robert Lopez

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

Discussion/Recommendation regarding an Original Class "B" Fermented Malt Beverage and Class "C" Wine application filed by Lake Geneva Billiard Club d/b/a Lake Geneva Billiard Club, 772 W Main St, Kurt Jennison, Agent

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

Discussion/Recommendation regarding a proposed engineering study (not to exceed \$5,000) by Kapur for a parking lot on the east side of the library (Approved by Public Works Committee on February 27, 2023 and continued from the March 21, 2023 Finance, Licensing, and Regulation Committee meeting)

City Engineer Naomi Rausch addressed the committee regarding the engineering study for the proposed library parking lot. She noted that this would include the different department needs along with the relocation of the Legion Canteen building.

Motion by Yunker to approve, second by Halverson. Motion carried 3-1, with Fesenmaier voting no.

Discussion/Recommendation regarding a proposal for a Walworth County library parking pass for Walworth County township Lake Geneva Public Library cardholders, good for up to 3 hours only in parking stalls adjacent to the library (Main Street and Wrigley only, to be designated by Parking Dept).(Continued from the March 21, 2023 Finance, Licensing, and Regulation Committee meeting)

Motion by Halverson to remove from consideration, second by Fesenmaier. Parking Manager Elder stated that these would have to be monitored differently. He added that he and the Library Director need to vet the item before it can be considered further. Motion carried 3-1, with Yunker voting no.

Discussion/Recommendation regarding the purchase of body cams and software for the Parking Enforcement Department in an amount not to exceed \$15,266.02

Motion by Yunker to approve, second by Halverson. Fesenmaier inquired if another staff person will need to be hired to process the video and data that the cameras generate. Elder stated that the departments would be sharing

the person that the Police just hired. Pisarcik added that there will be a grant applied for to help cover those costs. Motion carried 3-1, with Fesenmaier voting no.

Discussion/Recommendation regarding Task Order #28 for Kapur Engineering for work to be completed at Riviera Beach

City Engineering Rausch explained that this will relocate the gate at the Riviera Beach to help with ADA access to the beach. This will be paid for from the Lakefront Fund.

Motion by Yunker to approve not \$19,750.00, second by Fesenmaier. Fesenmaier stated that ADA compliance is not always congruent with accessibility and asked that it be addressed in the task order. Rausch confirmed that would be included. Motion carried 4-0.

Discussion/Recommendation regarding City of Lake Geneva Policy 5.2: Waiving of Parking Fees; as it relates to special event permits and requests for waiver of parking fees

Howell stated that this policy was drafted with the help of himself, Alder Fesenmaier, and the City Administrator. Alder Fesenmaier read portions of the policy. She explained that this policy would waive no more than 50% of the total parking costs. Fesenmaier stated that there will be different parameters that the organizations will need to adhere to for consideration.

Motion by Howell to approve, second by Halverson. Fesenmaier stated that she would like the affected groups to have time to understand the policy and possibly give feedback.

Motion by Fesenmaier to continue to the May 2, 2023 Finance, Licensing, and Regulation Committee meeting, second by Halverson. Motion carried 4-0.

Discussion/Recommendation regarding **Resolution 23-R09** a resolution approving the assigned fund balance for the Fire Dues account as of 12/31/22

Finance Director Pisarcik explained that this and the upcoming resolutions are needed for the annual audit and are completed every year.

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

Discussion/Recommendation regarding **Resolution 23-R10** a resolution approving the assigned fund balances for the Fire Department accounts as of 12/31/22

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

Discussion/Recommendation regarding **Resolution 23-R11** a resolution approving the assigned fund balance for the First Responders donations account as of 12/31/22

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

Discussion/Recommendation regarding **Resolution 23-R12** approving the assigned fund balances for the Police Department accounts as of 12/31/22

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

Discussion/Recommendation regarding **Resolution 23-R13** approving the assigned fund balance for the Avian Committee donations account as of 12/31/22

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

Discussion/Recommendation regarding **Resolution 23-R14** approving the assigned fund balance for the Historic Preservation Committee donations account as of 12/31/22

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

Discussion/Recommendation regarding **Resolution 23-R15** a resolution adopting 2022 transfers from the Lakefront Special Revenue Fund and the Parking Special Revenue Fund to the General Fund

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

Discussion/Recommendation regarding **Resolution 23-R18** a resolution authorizing carryover of General Fund and Lakefront Fund budget amounts from 2022 to 2023

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

Discussion/Recommendation regarding **Resolution 23-R19** a resolution authorizing carryover of Capital Projects and Equipment Replacement Funds budgets from 2022 to 2023

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

Discussion/Recommendation regarding **Resolution 23-R20** a resolution adopting a 2022 year-end budget amendment authorizing the re-allocation of funds in the 2022 budgets for certain revenues and expenditures exceeding their 2022 budgets

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

Discussion/Recommendation regarding **Resolution 23-R21** a resolution approving the assigned fund balance for the Parks Committee donations account as of 12/31/22

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

Presentation of Accounts

Pre-Paid Bills: \$61,136.24

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

Regular Bills: \$241,108.17

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

Adjournment

Motion by Halverson to adjourn, second by Fesenmaier. Motion carried 4-0. The meeting adjourned at 4:55 p.m.