

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

TUESDAY, NOVEMBER 7, 2023 - 4:30 PM

LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)

Members: Committee Members: Chairperson Ken Howell, Alderpersons: Joan Yunker, Mary Jo Fesenmaier, Cindy Yager, and Tim Dunn

Call to Order by Chairperson Howell

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

Roll Call

Present: Howell, Fesenmaier, Yager, and Yunker

Absent: Dunn

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

Sherri Ames: 603 Center St; Spoke in opposition to the spending of City money of the Hillmoor property. Spoke in favor of purchasing the Avenu short term rental software. Spoke in favor the permit application filed by the Friends of Hillmoor being approved.

Walter Smith; 1800 LaSalle St; Spoke in regards to the Avenu short term rental software and noted that it can be helpful depending on its capabilities.

Approval of the October 17, 2023 Finance, Licensing, and Regulation Committee minutes as prepared and distributed

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

Licenses & Permits

Discussion/Recommendation regarding a Public Assembly Permit/Project Plan Application filed by the Friends of Hillmoor for Volunteer Clearing of Cart Paths on Hillmoor to take place on November 16, 2023 and November 19, 2023 from 1:00 p.m. to 3:00 p.m. each day

Motion by Yager to approve, second by Fesenmaier. Fesenmaier stated that the Friends of Hillmoor had two successful days in October and it went very well. Motion carried 4-0.

Discussion/Recommendation regarding the purchase of a street sweeper from MacQueen Equipment in an amount not to exceed \$286,358.80, to be paid from the Equipment Replacement Fund

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

Discussion/Recommendation regarding Task Order #30, by Kapur Engineering for engineering services to be performed in regards to traffic and pedestrian improvements at Interchange North (Sheridan Springs Road)/Center Street, in an amount not to exceed \$8,064.00

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

Discussion/Recommendation regarding the reallocation of ARPA funding from the Lakeview Dr. Improvement Project to the Pine Tree Lane & Mariane Terrace Improvement Project

Motion by Yunker to approve, second by Fesenmaier. Howell stated that this money was allocated to the City by the State and this is shifting the money towards another project. Motion carried 4-0.

Discussion/Possible Recommendation to add \$35,000 to the proposed 2024 City Budget for upfront costs related to proposed [Certified Local Governments \(U.S. National Park Service\) grant for Hillmoor property](#)

Motion by Yunker to approve, second by Yager. Fesenmaier questioned the different numbers within the application presented to the committee.

Motion by Howell to allow Paula Porbucan to speak, second by Fesenmaier. Porbucan addressed the committee

regarding the request. She added that the request is for \$35,000, but that if the grant is not approved then the City will not have to pay it. This additional money would be placed in the 2024 budget as the grant award will not occur until about February 2024.

Finance Director Pisarcik stated that this would be a pass through amount and wouldn't affect anything. Motion carried 4-0.

Discussion/Recommendation regarding selection of Avenu Insights & Analytics, Option #1 Short Term Rental Compliance in an amount not to exceed \$26,840 and to identify a funding source (*contingent upon receipt and Attorney review of vendor contract*)

Motion by Yager to approve, second by Fesenmaier. Howell stated that the City has not received the contract, so it hasn't been reviewed by the Attorney. Howell added that the new Code Enforcer will start next week that hasn't had a chance to review it and would be responsible for overseeing it.

City Administrator Nord stated that the Code Enforcer will start next week and that it is a full time position.

Motion by Yunker to suspend the rules to allow Building & Zoning Administrator Walling to speak, second by Howell.

Walling addressed the committee regarding the Code Enforcer's roles and noted that this new person is aware.

Nord stated that Avenu was contacted about receiving a contract, but had not heard anything.

Motion by Fesenmaier to continue to the next Finance, Licensing, and Regulation Committee meeting, second by Yager.

Nord read the email from the Avenu representative and noted the differences between option #1 and option #2 presented by Avenu.

Motion to continue carried 4-0.

Discussion regarding the August 2023 Treasurer's Report and Budget versus Actual Report

Finance Director Pisarcik reviewed the August 2023 Treasurer's Report and Budget versus Actual Report. No action taken.

Discussion regarding the September 2023 Treasurer's Report and Budget versus Actual Report

Finance Director Pisarcik reviewed the August 2023 Treasurer's Report and Budget versus Actual Report. No action taken.

Presentation of Accounts

Pre-paid Checks: \$45,288.43

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

Regular Checks: \$245,276.38

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

Adjournment

Motion by Yager to adjourn, second by Yunker. Motion carried 4-0. The meeting adjourned at 5:00 p.m.