

FINANCE, LICENSE & REGULATION COMMITTEE

MONDAY, AUGUST 12, 2013 - 6:00PM

COUNCIL CHAMBERS, CITY HALL

Chair Hill called the meeting to order at 6:01 p.m.

Roll Call. Present: Aldermen Kupsik, Lyon, Hougen and Hill. Absent: Alderman Mott (Excused). Also Present: City Administrator Jordan, Comptroller Pollitt, DPW Winkler and City Clerk Hawes.

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.

Approval of Minutes

Kupsik/Lyon motion to approve Finance, License and Regulation Committee meeting minutes of July 22, 2013 and July 26, 2013, as published and distributed. Motion carried 4 to 0, Alderman Mott was absent.

Original “Class A” Intoxicating Liquor License Application for Global Hands – A Fair Trade Shop, 270 Broad St., Lake Geneva, Pamela Ellis, Agent

Hougen/Kupsik motion to recommend approval. Chair Hill said the license would be used to sell packaged wine for off-premises consumption. Motion carried 4 to 0, Alderman Mott was absent.

Alcohol License Premises Extension Application filed by Stephen J. Schroeder on behalf of Sprecher’s Pub and Restaurant, 111 Center St., for parking lot area during “Sprechtober” event on Saturday, October 12, 2013 from 11 a.m. to midnight

Kupsik/Lyon motion to recommend approval. Motion carried 4 to 0, Alderman Mott was absent.

Park Permit Application filed by Michael Cotter on behalf of Elkhorn Kiwanis Club to use Donian Park for Elkhorn Kiwanis Duck Race on Saturday, August 17, 2013 from 11 a.m. to 1:30 p.m.

Kupsik/Hougen motion to recommend approval. Motion carried 4 to 0, Alderman Mott was absent.

Original 2013-2014 Operator (Bartender) License applications filed by Demetrius G. Argiropoulos, Carrie A. Liden, Ambyr L. Sweet, Christina M. Boehlen, George Argiropoulos, Melissa M. Reiherzer, Tracy A. Hicks, Erik M. Emerson, William R. Anderson, Connie L. Howen, Martin K. Heinz and Heather E. Boggs

Kupsik/Hougen motion to recommend approval. Motion carried 4 to 0, Alderman Mott was absent.

Discussion/Action on 2014 Budget Timeline

Comptroller Pollitt said the proposed timeline is patterned after last year’s budget process. Chair Hill asked when the City will receive the budget information it needs from the State. Comptroller Pollitt said it usually isn’t until mid-October, which is why the budget won’t get finalized until after that time. Alderman Hougen asked what the process will be for capital budgeting. Administrator Jordan said that depends on how the Council wished to proceed. He said the City is on the last year of its current borrowing cycle. The City can plan for another borrowing cycle and can also begin using its equipment replacement fund. Chair Hill asked that the capital budget, sale of properties, parking, lakefront, TID and capital all be worked into the budget process.

Kupsik/Hougen motion to recommend approval. Motion carried 4 to 0, Alderman Mott was absent.

Discussion/Action on renewal of a TID CDARS in the amount of \$600,000.00 maturing on August 22, 2013

Comptroller Pollitt reported she only received a quote from Community Bank of Delavan for a one-year rollover at the rate of 0.35%.

Kupsik/Hougen motion to recommend reinvesting the TID CDARS in the amount of \$600,000.00 for a one year period with Community Bank of Delavan interest rate 0.35%. Motion carried 4 to 0, Alderman Mott was absent.

Discussion/Action on award of contract to Frank Bros. for Parking Lot Resurfacing project in the amount of \$70,751.00 funded by TID #4

DPW Winkler said he was instructed to solicit bids for resurfacing and restriping three downtown parking lots. He said the City received four bids ranging from \$70,751.00 to \$122,014.00. Mr. Winkler said the low bid of \$70,751.00 is a fantastic price and

Frank Bros. has done work for the City before. Comptroller Pollitt noted a budget resolution will need to be approved in order to fund it from the TID discretionary account. DPW Winkler said the work would be after Labor Day when things start quieting down.

Kupsik/Lyon motion to recommend approval. Motion carried 4 to 0, Alderman Mott was absent.

Discussion/Action on award of contract with Stark Asphalt for 2013 Street Improvement project in the amount of \$366,605.10 funded by TID #4 and Capital Fund

DPW Winkler said the City received three bids for the project, with the low bid being submitted by Stark Asphalt of Milwaukee. Mr. Winkler explained the project was bid by unit price, by street. He said the City can proceed with the portion of work that fits within the project budget. Some roads are located within the TID and the others would be funded by the capital fund.

Kupsik/Lyon motion to recommend approval. Motion carried 4 to 0, Alderman Mott was absent.

Discussion/Action on 2013 Street Improvement project Construction Management Services Agreement with Crispell-Snyder in the amount not to exceed \$35,500.00 funded by TID #4 and Capital Fund

DPW Winkler said the agreement includes \$19,000.00 for inspection services, \$13,800.00 for construction management services and \$2,700.00 for staking services. He said the City will be billed hourly with a not-to-exceed amount of \$35,500.00 for the project.

Kupsik/Hougen motion to recommend approval. Motion carried 4 to 0, Alderman Mott was absent.

Discussion/Action on mayor and council compensation

Alderman Kupsik said this topic was discussed at Committee of the Whole. He said the Council agreed to look at a small pay increase for 2014; it would be the first increase since 2008. Mr. Kupsik noted it wouldn't go into effect until the next terms for mayor and aldermen. He suggested increasing the compensation levels to the state median, as provided by the city clerk in a salary of municipalities with population between 5,000 and 15,000 - \$7,200 for mayor and \$3,600 for alderperson. Chair Hill agreed that a pay increase was appropriate. Alderman Hougen agreed with using the state median as opposed to the mean which includes outliers.

Hougen/Kupsik motion to increase the mayor and council compensation to \$7,200.00 for mayor and \$3,600.00 for alderman. Chair Hill questioned whether it was worth doing for such a small increase. Alderman Lyon suggested the City have a more systematic approach for reviewing mayor and council compensation as part of the annual budget cycle. Motion carried 4 to 0, Alderman Mott was absent.

Discussion/Action on request filed by William Chesen, 800 Platt Ave., Lake Geneva, on behalf of the Lake Geneva Fire Bells to reserve and waive the parking fees for seven stalls in front of 149 Broad St. for the annual Lake Geneva Fire Bells fundraiser on Sunday, September 22, 2013

Hougen/Hill motion to recommend approval. Motion carried 4 to 0, Alderman Mott was absent.

Presentation of Accounts

Kupsik/Lyon motion to recommend approval of Prepaid Bills in the amount of \$4,924.25. Motion carried 4 to 0, Alderman Mott was absent.

Kupsik/Lyon motion to recommend approval of Regular Bills in the amount of \$203,392.07. Motion carried 4 to 0, Alderman Mott was absent.

Lyon/Kupsik motion to recommend acceptance of the Monthly Treasurer's Report for June 2013. Motion carried 4 to 0, Alderman Mott was absent.

Adjournment

Kupsik/Lyon motion to adjourn at 6:48 p.m. Motion carried 4 to 0, Alderman Mott was absent.

/s/ Michael D. Hawes, City Clerk

**THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED
BY THE FINANCE, LICENSE & REGULATION COMMITTEE**