

FINANCE, LICENSE & REGULATION COMMITTEE

MONDAY, DECEMBER 12, 2011 - 6:00PM

COUNCIL CHAMBERS, CITY HALL

Chairman Krause called the meeting to order at 6:00pm

Roll Call. Present: Aldermen Krohn, O'Neill, Hartz, Marsala, and Krause. Also Present: Comptroller Pollitt, Administrator Jordan, and City Clerk Hawes.

Approval of Minutes

Hartz/Marsala motion to approve Finance, License and Regulation Committee minutes of November 28, 2011, as distributed. Unanimously carried.

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.

RESOLUTIONS

Resolution 11-R68 a resolution to create a capitalization threshold for all capital assets, with a life of more than one year, at \$5,000

Comptroller Pollitt said that the City's auditors have indicated that the City's current capitalization threshold of \$1,000 is unusually low compared to other municipalities. Comptroller Pollitt said that this is the threshold for tracking capital assets, like vehicles and large pieces of equipment and accounting for depreciation. The auditors suggested that a threshold between \$3,000 to \$5,000 was more typical for communities. Ms. Pollitt recommended changing it to \$5,000. Alderman O'Neill asserted that it was important that the City keep records on all equipment, even the items that are valued under \$5,000. Administrator Jordan said that the City will continue to maintain an inventory of assets valued at \$1,000 and over.

Hartz/Marsala motion to forward to Council for approval. Unanimously carried.

Resolution 11-R69 a resolution to amend the 2011 TID Fund Budget

Administrator Jordan said that the Council recently approved two projects that were not yet added to the TID budget. He stated that Resolution 11-R69 would appropriate \$14,000 to the TID budget for the 2011 tree replacement program and \$231,000 to the TID maintenance and repair account for the Maple Park and Dunn Field tennis courts reconstruction.

Hartz/Marsala motion to forward to Council for approval. Alderman O'Neill asked about the purpose of the maintenance and repair account. Administrator Jordan indicated that it is to fund both ongoing and future maintenance work within the TID. He said that once the TID is closed, there will be funds allocated from the TID for future maintenance. Unanimously carried.

Resolution 11-R70 a resolution to appoint Election Inspectors for the term January 1, 2012 until December 31, 2013

City Clerk Hawes stated that Resolution 11-R70 fulfills a statutory requirement for municipalities to appoint a list of election inspectors every two years. The proposed list of inspectors includes all of the individuals who indicated they would be willing to work at elections in 2012 and 2013. The list also includes election inspector nominees from the Democratic and Republican parties. Mr. Hawes said that the list of inspectors could fluctuate throughout the two years if individuals are unable to work at the elections or do not attend the training.

Marsala/O'Neill motion to forward to Council for approval. Unanimously carried.

LICENSES & PERMITS

Original “Class A” Intoxicating Liquor and Class “A” Fermented Malt Beverage License Application for Quick N Save LLC, 1231 Grant Street, Lake Geneva, Jatinder Pal Singh, Agent

City Clerk Hawes indicated that the applicant will be the new owner of an existing gas station and convenience. He said that per State statute, the applicant is not required to pay the initial license fee because he is acquiring the business through a receivership.

Hartz/Krohn motion to forward to Council for approval. Chairman Krause asked that the City Clerk ensure that future maps of premises that are submitted with license applications include cardinal directions. Unanimously carried.

Street Use Permit Application filed by Genoa City Lions Club for Harley Davison Raffle using the Northwest corner of Hwy 50 and Hwy 120 from April through July 2012 (weekends and holidays), from 6:00am to 6:00pm

Chairman Krause stated that the applicant is requesting to use two parking stalls on weekends and holidays between April and July to hold a raffle and raise money for the Genoa City Lions Club. He said that the City Clerk contacted the applicant to make them aware of the parking rate increase that will take effect next year. Administrator Jordan said that the request is for about 32 total days, which would amount to approximately \$640 in parking fees.

Alderman Hartz expressed concern with allowing a group from outside of the City of Lake Geneva to use this particular location for this length of time. He asked what would happen if another non-profit group wished to use this location or a location nearby. He suggested that Oktoberfest and Venetian Fest were more appropriate events for groups and vendors to raise money. Chairman Krause stated that this particular applicant has been approved for this permit in past years because there no other groups have requested a permit for this type of activity. Alderman Krohn asked whether the Genoa City Lions Club paid all of their meter fees in past years. Krohn/Marsala motion to suspend the rules to allow the applicant to address the Committee. Unanimously carried.

William Thornburgh, N1798 North Daisy Drive, Genoa City spoke to the Committee on behalf of the Genoa City Lions Club. He stated that in past years they pay for the meters between 9 a.m. and 6 p.m. On three occasions, they received parking tickets and the tickets were paid in a timely manner. Mr. Thornburgh said that the Genoa City Lions Club has been holding the raffle in Lake Geneva for 19 years and that they consider the Lake Geneva area part of their home. He indicated that they do not hold the raffle on days with inclement weather. Mr. Thornburgh also provided background information on the Lions Club and described the various causes that the organization supports.

Chairman Krause said that the Committee could consider a flat rate to charge up-front for the parking fees. O’Neill/Krohn motion to forward to Council for approval with a flat-rate charge of \$650 for parking in the two stalls. Alderman Marsala asked who would monitor the number of rainy days and whether that would be accounted for in the parking fee charge. Alderman Hartz suggested that allowing the raffle to occur in the parking stalls would conflict with the City’s ordinances about using signage in parking stalls. City Attorney Draper said that the City has an ordinance that prohibits using a vehicle in a parking space for advertising purposes. Alderman Marsala expressed uneasiness about approving a permit for something that would be in conflict with an ordinance. Chairman Krause said that the difference with this particular applicant is that it is for a non-profit purpose. He suggested that the item be tabled. Motion withdrawn.

Krause/Krohn motion to table to the January 9, 2012 meeting. Alderman O’Neill stated that Committee should consider whether the Genoa City Lions Club has already purchased the Harley motorcycle that would be raffled. Motion carried by vote of 4-1, with Alderman Hartz opposed.

Original Massage Establishment application for Salon 180 (new owner), 706 W. Main Street, Lake Geneva

Hartz/Marsala motion to forward to Council for approval. Unanimously carried.

Original Operator License applications filed by Barbara Findlay, Tanya Peterson and Marisa Fellmeth

Marsala/Krohn motion to forward to Council for approval. Unanimously carried.

Discussion/Recommendation on insurance reimbursement to the Library

Administrator Jordan stated that the City received a \$90,633.51 reimbursement from its insurer in 2009 for the embezzlement that occurred at the library. He said that these funds had been kept by the City in its general account but the reimbursement should have been given to the library to replenish its losses. Mr. Jordan said that staff is recommending to transfer the \$90,633.51 to the library at this time.

Krause/Hartz motion to forward to Council for approval. Chairman Krause stated that as a liaison on the Library Board, he has seen how this situation has impacted the library and caused budget shortfalls. He said that this money never should have gone to the City. Alderman O'Neill asked whether these funds will be transferred from the City's general fund. Comptroller Pollitt confirmed that they would. Motion carries by vote of 3-2, with Aldermen Krohn and O'Neill opposed.

Discussion/Recommendation on CD reinvestment

Comptroller Pollitt reported that the City's CD with M&I Bank matures on December 21, 2011. Comptroller Pollitt stated that the rate will be dropping from 1.25% to 0.30%, due to economic conditions. She recommended renewing the CD with M&I Bank for a nine-month term.

Krause/Marsala motion to forward to Council for approval. Unanimously carried.

Discussion/Recommendation on request to pre-pay bills before December 31, 2011

Comptroller Pollitt stated that by allowing staff to pre-pay all bills before December 31, 2011, it would save staff the time from having to accrue payments made in 2012 back to 2011. Alderman Hartz expressed concern with pre-paying the bills, as a matter of fiduciary responsibility. Comptroller Pollitt acknowledged the concern and stated that staff will proceed with pre-paying bills within the City's policy and ask for approval of the remaining bills at the Council meeting in January. No action taken.

Presentation of Accounts

Hartz/Marsala motion to recommend approval of Prepaid Bills in the amount of \$6,933.87. Unanimously carried.

Marsala/Hartz to recommend approval of Regular Bills in the amount of \$215,303.06. Unanimously carried.

Closed Session

Krause/Hartz motion to go into Closed Session pursuant to Wis. Stat. 19.85 (1)(b) for considering licensing of Patrick Shaff by a board or commission or the investigation of charges against such person and the taking of formal action on any such matter.

Roll call: Hartz, Marsala, Krohn, O'Neill and Krause voted "yes". Unanimously carried.

Hartz/O'Neill motion to return to open session pursuant to Wisconsin Statutes 19.85 (2) and take action on any items discussed in Closed Session

Roll call: Hartz, Marsala, Krohn, O'Neill and Krause voted "yes". Unanimously carried.

Hartz/Marsala motion to recommend approval of the Original Operator License application for Patrick Shaff. Unanimously carried.

Adjournment

Hartz/Krohn motion to adjourn 7:11pm. Unanimously Carried.

/s/ Michael D. Hawes, City Clerk