

FINANCE, LICENSE & REGULATION COMMITTEE
MONDAY, JUNE 27, 2011 - 6:00PM
COUNCIL CHAMBERS, CITY HALL

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

Roll Call. Present: Aldermen O'Neill, Hartz, Marsala, and Krause. Alderman Krohn arrived at 6:02pm. Also Present: Administrator Jordan, Comptroller Pollitt, DPW Winkler, and City Clerk Reale.

Hartz/Marsala motion to approve Finance, License and Regulation Committee minutes of June 13, 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-R42, designating 2011 Fund Balance in the amount of \$3,000.00 for Historic Preservation

Comptroller Pollitt reported that the Historic Preservation Commission had received a \$3,000.00 donation from the Brookmead Foundation in December 2010. Because none of these funds had been spent, it was necessary to set aside the unspent contribution amount in a designated reserve fund for historic preservation purposes.

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

Resolution 11-R43, amending the 2011 Capital Budget to include capital projects totaling \$2,129,869.00, to be funded by the proceeds of the General Obligation Promissory Notes, Series 2011A

Administrator Jordan noted that the numbers for the capital budget had not been entirely finalized at the time the budget was originally approved in 2010. With the Council having now approved issuing the promissory notes to fund capital projects and purchases, it was necessary to amend the capital budget to reflect the capital expenditures to be made from the proceeds of the borrowing in 2011. Alderman O'Neill inquired as to the number of votes required to pass this resolution at Council. It was confirmed that six affirmative votes were required to pass a budget amendment.

Hartz/Krause motion to forward to Council with recommendation for approval. Motion carried by vote of 3 to 2, with Aldermen Krohn and O'Neill opposed.

ORDINANCES

First Reading of Ordinance 11-21, amending Chapter 74, Traffic and Vehicles, of the Lake Geneva Municipal Code, regarding limited time parking on Wisconsin Street (recommended by Parking Commission, 6/9/11)

Administrator Jordan reported that this change was being recommended to make consistent the parking regulations on both sides of Wisconsin Street, in the block between Broad and Center Streets. At the present time, signage on the south side of the street indicated that two hours of free parking was permitted between the hours of 8:00am and 5:00pm on weekdays. On the north side of the street, signs in place stated that two hours of free parking was allowed without any times or dates specified. Ordinance 11-21 would have the effect of instituting for the block in question two hours of free parking between the hours of 8:00am and 7:00pm, seven days per week. Alderman Hartz asked if any consideration had been given to metering the parking stalls in this area. Administrator Jordan responded that meters were not being considered at the present time; however, the Parking Commission could visit that issue at a later date.

LICENSES & PERMITS

Street Use Permit application filed by Badger High School, for Homecoming Parade on September 30, 2011, from 4:30pm to 5:00pm

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

Street Use Permit application filed by the American Legion Auxiliary for Fourth of July Parade on July 4, 2011, at 10:00am

Marsala/Krohn motion to forward to Council with recommendation for approval, including waiver of application fee. Unanimously carried.

2011-2012 Renewal Operator License applications

Marsala/O'Neill motion to forward to Council with recommendation for approval of the sixty-one renewal applications, as listed in the Council packet. Unanimously carried.

Original 2011-2012 Operator License applications filed by Dan Lipinski, Nicholas McCann, Linda Shehadeh, Yanelly Magallanes, Leah Egger, Lola Bearder, Marie Rugg, Angela Ryan, and Jonathan Stevenson

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

Renewal Reserve "Class B"/Class "B" Retail License applications for 2011-2012

Krause/Marsala motion to forward to Council with recommendation for approval of renewal Reserve "Class B"/Class "B" Intoxicating Liquor and Fermented Malt Beverage License application filed by the following, pending all outstanding liabilities to the City being paid and all distributor invoices and Department of Revenue holds being cleared prior to issuance of the license:

Cove Condominium Association, d/b/a The Cove of Lake Geneva, 111 Center Street, Sal Sardina, Agent

City Clerk Reale confirmed that the applicant was now current in room tax payments due to the City, and there were no other outstanding delinquencies. Unanimously carried.

Renewal "Class A"/Class "A" Retail License applications for 2011-2012

Krause/Marsala motion to forward to Council without recommendation the renewal "Class A"/Class "A" Intoxicating Liquor and Fermented Malt Beverage License application filed by Global Gourmet, LLC, d/b/a Global Gourmet & Village Baker, 738 W. Main Street, Terence Conell, Agent. Chairman Krause noted that a hearing on the non-renewal of the license was scheduled for the regular Council meeting. Unanimously carried.

Krause/Marsala motion to forward to Council with recommendation for approval of renewal "Class A"/Class "A" Intoxicating Liquor and Fermented Malt Beverage License application filed by the following, pending all outstanding liabilities to the City being paid and all distributor invoices and Department of Revenue holds being cleared prior to issuance of the license:

Geneva Corner Market, Inc., 1231 Grant Street, Kathleen M. Ketterhagen, Agent

City Clerk Reale confirmed that all holds previously placed against the license for delinquent wholesaler invoices had now been cleared. Unanimously carried.

Renewal "Class A" Retail License applications for 2011-2012

Krause/Marsala motion to forward to Council with recommendation for approval of renewal "Class A" Intoxicating Liquor License application filed by the following, pending all outstanding liabilities to the City being paid and all distributor invoices and Department of Revenue holds being cleared prior to issuance of the license:

Cove Condominium Association, d/b/a The Cove of Lake Geneva, 111 Center Street, Sal Sardina, Agent

Unanimously carried.

Renewal Massage Establishment License applications for 2011-2012

Hartz/Marsala motion to forward to Council with recommendation for approval of renewal Massage Establishment License applications filed by the following, pending all outstanding liabilities to the City being paid prior to issuance of the licenses:

Jasmine Salon & Spa, LLC, 251 Cook Street, Lake Geneva, WI

Healing Muscle Therapies, 201 Broad Street, Lake Geneva, WI

Salon 180, 706 W. Main Street, Lake Geneva, WI

Lake Geneva Massage Therapy, 905 Marshall Street, Lake Geneva, WI

Unanimously carried.

Renewal Taxi Company License applications for 2011-2012

Marsala/Krohn motion to forward to Council with recommendation for approval of renewal Taxi Company License applications filed by the following, pending all outstanding liabilities to the City being paid prior to issuance of the licenses:

- N & T Enterprises, Inc., d/b/a Lakes Area Taxi, P.O. Box 382, Delavan, WI
- A1 Limousine & Taxi, 515 Prairie View Road, Williams Bay, WI
- Senior Cab Plus, LLC, W3099 Krueger Road, Lake Geneva, WI
- Yellow Cab of Walworth, 722 Faryl Avenue #8, Delavan, WI

Unanimously carried.

Renewal Carriage Company License applications for 2011-2012

Marsala/Krohn motion to forward to Council with recommendation for approval of renewal Carriage Company License application filed by the following, pending all outstanding liabilities to the City being paid prior to issuance of the license:

- Field Stone Farm Carriage & Pony, LLC, 6913 Womack Lane, Burlington, WI

Unanimously carried.

Renewal Taxi/Trolley Driver License applications for 2011-2012

City Clerk Reale noted for the record that Chief Rasmussen had approved renewal license applications filed by the following individuals: David J. Bole, Richard C. Skipper, Kimberley Yanke, Ronald R. Skipper, Goldie M. Stacey, Larry D. Rygielski, Vito F. Gieron, Marta Gieron, John K. Albert, Russell G. Ford, Tom Rock, Nancy Rock, Martin Andrew Blackmore, Wayne R. Sertzel, Alison W. Maehler, and Rhonda M. Bowler. No action was required of the Council with respect to these applications.

Discussion/Recommendation on 2011 Operating Plan and Budget for the Downtown Lake Geneva Business Improvement District

Administrator Jordan stated that State statutes required the Council to approve the annual operating plan and budget, as submitted by the Business Improvement District. It had been unclear whether the Council had formally approved of the BID budgets in previous years; however, it was being recommended to approve the 2011 budget and operating plan to ensure compliance. He noted that the operating plan included the addition of two new businesses, Delaney Street Mercantile and Bistro 220, to the BID. There was some additional discussion regarding the line items provided in the budget document, with Alderman O'Neill requesting that future budgets include a more specific breakdown of line item expenditures.

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

Discussion/Recommendation on approving extension of sidewalk to the pavilion in Seminary Park using TIF #4 funds, including the creation of two handicapped parking stalls at the location where the new sidewalk meets the Lakeshore Drive sidewalk (recommended by Public Works Committees, 6/16/11)

DPW Winkler reported that the City had received a request to extend the length of sidewalk to the pavilion as means of providing easier access for persons with disabilities. The Public Works Committee had reviewed the request and recommended extending the sidewalk roughly eighty feet eastward from the sidewalk along Lakeshore Drive, with the stipulations that the project would be funded by TIF and the handicapped parking stalls would be added. He estimated that the costs associated with this work would fall between \$2,500.00 and \$4,000.00. DPW Winkler noted that the City was currently soliciting bids for the Maple Park sidewalk project, adding that it might be possible to take advantage of a favorable unit price from those bids to cover the work at Seminary Park.

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

Discussion/Recommendation on approving the paving of additional parking spaces on the west end of the drive in front of Central Denison School by Amon, for the amount of \$7,200.00 to be funded by TIF (recommended by Public Works Committee, 6/16/11)

DPW Winkler reported that two bid quotations had been secured, with Amon providing a slightly more favorable price of \$7,200.00. This project would provide nine additional parking spaces for the area in question, and was also to be funded by TIF.

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

Discussion/Recommendation on amendment to Chapter 4 (Lakefront), Section 4.2, of the City Policy Manual, regarding wrist bands for daily admission to the beach

Administrator Jordan noted that the audit had examined the City's cash handling procedures and recommended putting into place a policy to address the collection and reconciliation of admission fees at the beach. The proposed amendment would provide controls for the maintenance and storage of the wrist bands used for daily admissions, and would further stipulate that the City Treasurer was responsible for monitoring wrist band usage by reconciling the band numbers on a daily basis. During subsequent discussion, it was also noted that Section 4.2 erroneously listed the price of an adult resident pass fee as \$60.00. The Council had previously approved increasing that fee to \$70.00.

Marsala/Krohn motion to forward to Council with recommendation for approval, including the correction of adult resident pass fee to \$70.00. Unanimously carried.

Discussion/Recommendation on approving two sand volleyball courts to be located in the open area east of the maintenance shed in the center of Veterans Park (recommended by Board of Park Commissioners, 6/23/11)

DPW Winkler reported that the YMCA had indicated that a great deal of interest was being generated in sand volleyball activities. At a special meeting of the Board of Park Commissioners, the board had voted to recommend proceeding with the construction of two sand volleyball courts at Veterans Park as part of a collaborative effort between the City and the YMCA. Under the proposal, City crews would perform the excavation of the court site, with the contractor hired by the YMCA performing the remainder of the work. Alderman Krohn inquired about the total anticipated cost for the City's portion of the project. DPW Winkler responded that the cost would involve labor, fuel, and equipment used for the excavation. Although he could not provide solid figures, he estimated that in-kind labor associated with the project would be expected to run between \$2,000.00 and \$4,000.00. Alderman Marsala questioned whether any provisions for ongoing maintenance of the courts were included in the proposal. DPW Winkler stated that his understanding was that the YMCA would be responsible for maintaining the courts. Chairman Krause noted that summer brush collection had been cut from the budget due to a reduction in the part-time workforce of the Street Department and the need to focus the work of the full-time employees on other projects. Given that fact, he was uncomfortable with the idea of allowing DPW employees to provide labor and time to assist with the construction of new sand volleyball courts. Alderman Hartz reminded the Committee that this item had originally been included in the capital improvement request submitted by DPW, and had been eliminated from the list by Council because it was viewed as being non-essential. Aldermen Hartz and Marsala each suggested the possibility of investigating use of the beach for evening sand volleyball activities as an alternative to hauling sand to Veterans Park for new courts.

Hartz/Krohn motion to forward to Council with recommendation for denial. Unanimously carried.

Presentation of Accounts, Alderman Krause.

Purchase Orders. None.

Hartz/Marsala motion to recommend approval of Prepaid Bills in the amount of \$50,817.31. Unanimously carried.

Hartz/Marsala motion to recommend approval of Regular Bills in the amount of \$152,836.53. Alderman Hartz asked about the status of payouts for the Riviera remodeling project. DPW Winkler responded that the project was substantially complete. There was a retainage of approximately \$19,000.00 that would not be released until the contractor had satisfied the final list of items to be completed, as submitted by the architect. Alderman Hartz also requested information on the fuel costs incurred by the City relative to the budget figures. Comptroller Pollitt stated that she would provide year-to-date figures on fuel expenses. Unanimously carried.

Adjournment

Marsala/Krohn motion to adjourn at 6:50pm. Unanimously Carried.

/s/ Jeremy A. Reale, City Clerk

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BY THE FINANCE, LICENSE & REGULATION COMMITTEE**