

FINANCE, LICENSE & REGULATION COMMITTEE
MONDAY, AUGUST 22, 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: Administrator Jordan, DPW Winkler, Comptroller Pollitt, and City Clerk Reale.

Marsala/O'Neill motion to approve Finance, License and Regulation Committee minutes of August 8, 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-R50, amending the 2011 budget by transferring \$6,984.00 from the Contingency Account to the Council Miscellaneous Expense Account, for the purchase of Roll Call Pro voting system

Marsala/Hartz motion to forward to Council with recommendation for approval. Aldermen O'Neill and Krohn both expressed opposition to the purchase of the voting system for the Council chambers, as they believed it to be an unnecessary expenditure during tight economic times.

Motion carried by vote of 3 to 2, Aldermen Krohn and O'Neill opposed.

LICENSES & PERMITS

Request for Temporary Extension of Licensed Premises filed by Sprecher's Pub & Restaurant to include the lower surface parking lot on Center Street on October 1, 2011, from 11:00am to 12:00am

Krause/Marsala motion to continue this item to the regular meeting of September 12, 2011. Chairman Krause stated that some questions had been raised about the request during his meeting with City staff, and the applicant had been asked to be present for this meeting to address these issues. He suggested that the request be continued, as there was no representative had appeared on behalf of Sprecher's. Unanimously carried.

Street Use Permit application filed by Don Heise for annual Franklin Avenue Block Party on September 10, 2011, from 12:00 to 5:00pm, with rain date of September 17, 2011

Krause/Krohn motion to forward to Council with recommendation for approval. Unanimously carried.

Request from Lake Geneva Fire Bells for the use of seven metered parking spaces on the east side of Broad Street, from the alley northward to the corner at Main Street, for annual fundraiser on September 18, 2011, including waiver of all fees

Marsala/Krause motion to forward to Council with recommendation for approval, including waiver of fees. Unanimously carried.

Original Operator License applications filed by Nicole Thalacker, Bobbi Nelson, Tracy Hicks, Cameron Myers, Krista Cocroft, and Pamela Schryver

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

Original Taxi Driver License applications filed by Cory Vos and Brian Koszykowski

City Clerk Reale reported that both applicants had been approved by Chief Rasmussen. No formal action was required.

Report from the Comptroller on Community Bank of Delavan CD and CDARS renewals

Comptroller Pollitt reported on the interest rates secured for the CD and CDARS that had been authorized for 26-week rollovers at the previous Council meeting. The Community Bank CD in the amount of \$303,011.26 had been renewed at 0.30 percent, and the CDARS in the amount of \$600,000.00 had been renewed at a rate of 0.20 percent.

Discussion on 2012 Budget Schedule

Chairman Krause stated that he had met with Administrator Jordan and Comptroller Pollitt to formulate a schedule for the annual budget process. The process was to follow the same basic format as the 2011 process, with department heads submitting requests in early September to be reviewed and compiled by the Administrator, Comptroller, and Finance Chairman. The Finance Committee would then begin a series of workshops to review the budget requests in early October, with a full Council review to be scheduled for October 18, 2011. The public hearing and formal approval of the 2012 budget would take place on November 21, 2011. Chairman Krause noted that the full series of workshops might not be televised this year; however, the idea had not been completely dismissed. He suggested that committee members should contact him with their opinions about broadcasting the complete budget process.

Discussion/Recommendation on authorization for sale and/or disposal of surplus property

Administrator Jordan reported that the department heads had been asked to provide lists of any surplus equipment that could be sold or otherwise disposed of by the City. The list of equipment compiled included video recording equipment, banquet chairs from the Riviera, light fixtures, and mowing, plowing and beach grooming equipment from the Street Department. He noted that City staff would explore the use of E-Bay or other outlets to obtain the best price possible for any items sold. Alderman O'Neill stated that he would have preferred to see explanations included as to why some of the listed items had been marked for disposal.

Hartz/Marsala motion to forward to Council with recommendation to authorize the sale and/or disposal of the surplus items, as listed in the Council packets. Unanimously carried.

Discussion/Recommendation on award of bid for 2011 Street Maintenance Program

DPW Winkler reported that the City had bid for an entire list of streets identified for improvements, in addition to storm manhole repairs, Street Department lot paving, and other street-related projects included within the Capital Projects Fund budget. After reviewing the bids, the list had been pared down to include only those projects that would fall within the total amount of funding available in the Capital Projects Fund. He noted that the alley between Center and Broad Streets north of Geneva Street (Section 18) could be eligible for TIF funding and, if so, there would be funding available to complete a portion of Section 12 (Pearson Drive) or possibly an additional alley between Center and Broad Streets near PNC Bank. Comptroller Pollitt noted that the projects earmarked in the 2011 Street Maintenance Program would include six separate line items from the Capital Projects Fund budget totaling \$671,000.00. It was stated that this total amount would also include any related engineering services.

Hartz/Marsala motion to forward to Council with recommendation for award of bid to Payne and Dolan for an amount not to exceed \$605,000.00 to be funded from the Capital Projects Fund, including approval of Sections 1-11, 13, 17, 19-20; designation of Section 18 to be funded from TIF; and any balance remaining to be applied toward Section 12. Unanimously carried.

Discussion/Recommendation on construction services proposal from Crispell-Snyder for 2011 Street Maintenance Program

DPW Winkler presented a proposal from Crispell-Snyder for all construction services related to the street maintenance program, including staking, inspections, and other services required. The total amount of the proposal was not to exceed \$41,000.00.

Hartz/Marsala motion to forward to Council with recommendation for approval of proposal for an amount not to exceed \$41,000.00, to be funded from the Capital Projects Fund. Unanimously carried.

Discussion/Recommendation on repair of storm sewer connection inside Center Street storm tunnel by Humphreys Contracting (recommended by Public Works 8/18/11)

DPW Winkler reported that there had been a subsidence on Center Street above the storm tunnel. He had examined the area and discovered that a void had formed where the storm line connects to the tunnel, in addition to observing some other repairs that needed to be made. Quotes had been obtained for the repairs, with the most favorable quote being submitted by Humphreys Contracting for \$1,200.00. DPW Winkler noted that the contractor would already be on site performing water main repairs, therefore reducing any costs that might otherwise be associated with mobilization.

Marsala/Krohn motion to forward to Council with recommendation for approval of repairs for an amount not to exceed \$1,200.00, to be funded by the Street Maintenance Program. Unanimously carried.

Discussion/Recommendation on Main Street traffic signal improvement proposal from Crispell-Snyder
(continued from 8/8/11)

DPW Winkler commented that this item had been continued because the Council had expressed an interest in obtaining more details about overall anticipated project costs. Sue Barker of Crispell-Snyder had discussed project figures with the Public Works Committee, which had in turn recommended proceeding with studies and traffic counts before committing any further investment to improving the traffic signals. Ms. Barker had estimated a total of \$410,000.00 for upgrading the existing signals, including engineering, with an estimated additional \$140,000.00 needed to install new traffic control signals at the intersection of Cook and Main Streets. The total amount for the proposal was not to exceed \$40,000.00, and would be funded from TIF. Alderman O'Neill stated that he couldn't justify this expense, given that the engineer had already acknowledged that any improvements would make little difference during peak traffic times. He further expressed concern about committing any funding toward a project that ultimately may not go forward. Alderman Hartz responded that it would be impossible for the City to determine whether to proceed with the project or how best to proceed without having the benefit of studies to provide a scope of the issue. DPW Winkler noted that the age of the system is an issue, with the current time-based turn arrows creating inefficiencies in traffic flow through the downtown area. He conceded that nothing would completely resolve the gridlock problem; however, the aim of the project was to improve the efficiency of the system as much as possible. Alderman Marsala questioned whether the City was looking at a full-time solution to address a seasonal problem, although he acknowledged that studies were necessary to identify the sources of the problem so they could be appropriately addressed.

Hartz/Marsala motion to forward to Council with recommendation for approval of proposal for an amount not to exceed \$40,000.00, to be funded from TIF. Motion carried by vote of 3 to 2, Aldermen Krohn and O'Neill opposed.

Discussion/Recommendation on proposal from Energy Consultants for installation of motion-activated sensors at City Hall *(recommended by Public Works 8/18/11)*

Administrator Jordan stated that this represented a continuation of the City's participation in the shared-savings program through Alliant Energy whereby the City would be given the money to install the energy efficient fixtures and continuing paying the current electric rate until the cost of the fixtures was recovered. At that point, the City would begin paying at the lower rate. He estimated that cost savings would be realized within a year and a half from the utilization of the new sensors. Generally, projects of \$5,000.00 or more would qualify for the program; however, the City was still awaiting confirmation from Alliant on this project.

Marsala/Krause motion to forward to Council with recommendation for approval of proposal, subject to determination from Alliant Energy on the City's qualification for the program. Unanimously carried.

Discussion/Recommendation on Memorandum of Understanding between the City of Lake Geneva and the Geneva Lakes Family YMCA

Administrator Jordan reported that the City Attorney had drafted a Memorandum of Understanding to lay out the parameters of the agreement between the City and the YMCA for the new volleyball courts at Veterans Park. He noted that the YMCA had agreed to cover all costs for construction and maintenance, and this was reflected in the memorandum. Alderman Marsala questioned what would happen in the event the program was to be terminated. DPW Winkler responded that the City would likely just plant grass seed and restore the site.

Hartz/Krohn motion to forward to Council with recommendation for approval, subject to inclusion of the specifications indentified in the Plan Commission recommendation on the Site Plan Amendment for the volleyball court. Unanimously carried.

Presentation of Accounts, Alderman Krause.

Purchase Orders. None.

Krohn/Marsala motion to recommend approval of Prepaid Bills in the amount of \$2,475.00. Unanimously carried.

Marsala/Hartz motion to recommend approval of Regular Bills in the amount of \$352,650.45. Unanimously carried.

Hartz/Marsala motion to accept the monthly report of the City Treasurer for the month ending July 31, 2011.
Unanimously carried.

Adjournment

Marsala/Krohn motion to adjourn at 6:55pm. Unanimously Carried.

/s/ Jeremy A. Reale, City Clerk

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