

**COMMITTEE OF THE WHOLE  
MONDAY, MAY 3, 2010 - 6:30PM  
CITY HALL BUILDING, COUNCIL CHAMBERS**

Council President Krause calls the meeting to order at 6:30pm.

Roll Call. Present: Alderman Krause, Hartz, Mott, Kehoe, Fesenmaier, Krohn, Tolar. Absent: Marsala (excused).

Alderman Mott questioned why the Pledge of Allegiance was not said at the Committee of the Whole meetings. Krause said he would check into it and asked Mott to lead them in doing so tonight.

Tolar/Kehoe motion to approve Minutes from the March 1, 2010 Committee of the Whole Meeting as distributed. Unanimously carried.

**Comments from the public as allowed by Wis. Stats. §19.84(2), except for public hearing items. Comments will be limited to 5 minutes.**

Sturge Taggart, 129 Curtis St., asked the Council to draft an agreement with the new owner who will be operating the fun park. Taggart had asked for a 300' buffer and was denied by the County Board. The owner volunteered to allow a 200' buffer and increasing it to 300' in a year. This has to be put in some form of agreement and he asked that the City Attorney draft this.

George Kusha, partner of Art Tillman of Deignan & Associates at 326 Center Street, commented on the proposed comprehensive audit and explained they have been the auditors for the city every year since 1997 except 2006. They are independent auditors; part of the audit is to do risk assessment and internal control reviews. The main purpose of the audit is to determine the financial condition of the city. In 2007, they did a risk assessment of the Library and found some missing funds. He is not sure what is being driven at when the term "comprehensive audit" is used. There is a CAFR Audit which is a comprehensive audit and goes back ten years as opposed to the two years that they do. He is not sure what the comprehensive audit entails but you need to ask a couple of questions: what does "comprehensive" entail, what is the cost of that audit going to be versus an independent audit, and is it really required? We don't need two auditors.

Pete Peterson, 1601 Evergreen Ln., asked why the Police & Fire Commission was formed, why are Commissioners appointed for 5-year terms and appointments staggered? The answer is very simple: so that politics is not an issue. He feels the Council needs to come up with a simple form that states the importance of political neutrality for all Commission members. Each new member of the Commission should sign this letter of intent. He also commented on the audit and said let's not spend any more money on doing audit after audit.

**Update from City Administrator on Edwards Boulevard Extension.**

Administrator Jordan reported that they have the road graded and the pond fairly well in order. We are waiting for a signed agreement from them; as soon as we receive that, we will send them a check for the property and they will get the deed back to us. We are hoping that will happen during this week. At that time, they will also start the bridge construction from the north side. The tank that came out was clean. The cost for removal of the tank was \$3500. Tolar asked about the demolition of the building. Jordan explained Walworth County and our Fire Department had an exercise there; now that is done, they should be here as soon as they get the permit.

## STANDING COMMITTEE REPORTS.

### **Finance, License & Regulation Committee, Alderman Krause**

Krause said the only thing to report is that Comptroller Pollitt is working on the 2009 audit, which is her focus right now. She has met with Art Tillman on many occasions. On June 14, we will present the audit to the Council. Alderman Mott said he was in on Saturday and she was here working very judiciously on the audit. Krause continued that once the audit is done, she is going to look forward to getting everything reconciled and up to date. Within a few months, his goal is, at the first meeting of every month to give a pretty accurate report as to where the undesignated reserve sits and where we are with the budget. This will be the first time since he has been on the Council we will have things up to date. Pollitt has not only done her job, she has done the two years prior to that as well. She has done a fabulous job. Fesenmaier asked how far in advance the public will have access to the audit. She would like to see ten days. Krause said he would make sure there is a 10-day window for the public.

### **Personnel Committee, Alderman Hartz**

Hartz reported they have a meeting set for tomorrow at 1:00pm to fill the position of the Parking Meter Clerk. There are about 20 applications which they have culled to five. With new members on the committee, they are asking for updates on the Riviera Fountain Policy, Drug and Alcohol Policy and other things. Alderman Krohn wondered how far apart the interviews are. He said they have a set of questions and expects each interview to be about 20 to 25 minutes. Krohn also wondered who chose the five. He said Comptroller Pollitt and City Clerk Dykstra narrowed it down to 12 and he reviewed and cut that down to five. He felt there were three that stood out above the others. Fesenmaier asked about an item in the minutes from the last meeting regarding job description updates and sending those to the Council. She does not recall ever voting on any of the changes and asked to see where we are in that process. Krause said that probably got lost in the change of regime when he moved from Personnel to Finance. Mott wondered if future Personnel meetings could be scheduled later in the day. Hartz said this is a critical position and we want to be as diligent as we can.

### **Public Works Committee, Alderman Tolar**

No meeting, no report.

### **Piers, Harbors, & Lakefront Committee, Alderman Marsala**

In Marsala's absence, Hartz reported that at the last meeting they discussed the handling of the cash at the beach, which was one of the issues brought up in the internal controls. They developed three different procedures for changing the way they handle it. One is a security box secured to the floor for the cash to go into. Second, when they count the money, there will be two separate counters who will sign off at the end of the day. Third, they know how much cash should be in the box based on the wristbands and other beach items sold; if they don't match up, there will be an accounting of what that difference is. Kehoe wondered why we can't just have a cash register. Krause explained there was a lengthy discussion on this and we may go to that in the future; Mr. Clifford was concerned this would create long lines at the beach. Fesenmaier said there are two entrances to the beach; are the procedures the same at both. Krause and Hartz confirmed that they are. Hartz said the large majority of funds come from wristbands. Fesenmaier said that there needs to be a secure box wherever money is collected. Krause also said there will be a locked door where the wristbands are kept; but they do rotate the colors and keep track of the numbers on the wristbands, so it's pretty hard to deceive the system even if someone did steal some. Tolar said the previous committee had approved a cash register system. Fesenmaier asked about security of boat and kayak launch collections. Krause said there is no stationary place to put a secure box and they discussed possibilities for the future. Fesenmaier said she was referring to the honor boxes. All agreed there should be two people picking up the money. Krause also said that the Riviera Events are down about 15 events from last year.

## COMMITTEE, COMMISSION, AND BOARD REPORTS

### **Utility Commission, Alderman Marsala & Tolar**

Tolar said the report on their audit was explained and finances are in good shape. They are replacing 30 lead services; there are about 120 left in the city. They have completed the lining of all the lines in the city.

### **Tree Board, Alderman Fesenmaier**

Fesenmaier said their main hoopla was the Arbor Day Celebration on April 24. A tree was planted in Seminar Park in honor of Dick Folman.

### **Police & Fire Commission, Alderman Tolar**

No report.

### **Planning Commission, Alderman Hartz**

Hartz said the City Council covered everything from their last meeting so there is nothing new to report. They considered a lot of downtown design reviews for downtown businesses, which is encouraging.

### **Board of Park Commissioners, Alderman Fesenmaier**

Fesenmaier said some of the upcoming events approved were Badger FFA plant sale May 1, 8 and 15 at Library Park; King Midget Jamboree, a display of small automobiles, on August 7 at Flat Iron Park; the farm tractor display July 17 at Flat Iron Park; the annual Venetian Festival and Craft Fair for August. At the April 14 meeting, they had a Flat Iron Park Master Plan meeting. The Plan was presented and questions were answered but no action was taken.

### **Library Board, Alderman Krause**

Nothing to report at this time.

### **Historic Preservation, Alderman Kehoe**

Kehoe said the event at Horticultural Hall was awesome.

### **Cemetery, Alderman Krohn**

No meeting, no report.

### **Parking Commission, Alderman Marsala**

No report.

### **Communications Committee, Alderman Fesenmaier**

Fesenmaier said they met on March 16. They are in the process of trying to present to the Council a cable T.V. ordinance that the attorney is working on. They are also looking at piloting a program of email alerts similar to an RSS feed so when things are put on the website, there is an alert to your email box. They are also looking at translation programs so that people can have access to the website in other languages. Mott encouraged committee heads to notice their meetings at least a week in advance so it can be posted in a timely fashion on the website. Fesenmaier suggested including the date of the next meeting at the end of the minutes. Hartz said there are some meetings that come up as needed which is a different matter. Kehoe wondered if there is something that could scroll across the bottom for weather advisories; and what about posting the meetings in the newspaper. Krause explained most everything is being done on line now; that's why he is proud of our website because it is a useful tool that people can go to and find documents, see the calendar, and click on the day to find the meeting. We can keep enhancing that. Tolar interjected our Council meetings and Plan Commission meetings have been the same times for 20 years; why do we need to advertise. Fesenmaier said scrolling alerts on the T.V. is tricky to do and is not practicable. It

could be done on the website; anyone who has access to the administrative code could put that on from any location.

Administrator Jordan gave handouts on the Riviera Fountain. There are several issues with it. Some of the stones that are part of the base have shifted. Part of the water system that is up by the angel is clogged, stopping the flow of water. We also need to epoxy the angel together because when we had the 60mph winds, it blew the top off. We have people who have weddings there and are upset that the fountain is not working. He talked to the Mayor and Harbormaster and has sent out to four different contractors asking for quotes to do the fountain. They have received three proposals, Craftsman Concrete, Humphries Concrete and M & M Engineering. There is a pretty big difference in prices. Mr. Humphries has done a lot of work for the City. For that reason, he will give us a good deal and guarantee it for five years; he also feels strongly about it because he lives in the area. Jordan further explained some of the repairs and said the work will begin tomorrow. Krohn wondered if we have contacted Mr. Driehaus, because he was instrumental in putting in the fountain. Jordan said Mr. Driehaus really just gave us the fountain; the City paid the \$40,000 for the installation of the fountain. Tolar asked why we would use TIF money for this; if it is going to come out of anywhere, it should be the Lakefront money. Kehoe said there is a separate fund allowed through the TIF. Jordan said we can take it from either place; staff just made the decision that we have allocated a large amount of money for renovating the Riviera and this is almost a complete reconstruction of the fountain. Krause felt it should come from the Lakefront. Fesenmaier queried why this has not gone to Council. Krause said this needs to go to FLR and Council and that the work should be stopped. He feels this is a specialty item and needs to be looked over carefully to make sure it is done right. Fesenmaier would like the background information, the proposals and what the contract looks like. Jordan said they were under the impression that this was an important thing that we would like to have back in operation as soon as possible. Fesenmaier responded that it is but we should follow procedure. Krohn asked how long the repairs would take. Jordan said about a week. It was agreed it needs to be done by Memorial Day. Hartz wondered the procedure for sending out requests for proposals and whether there is a list. Jordan said we use local contractors that we have done business with before. Hartz asked if we have a specific request form. Jordan said yes; we had all of them come look at the fountain, told them what we thought were some of the problems we wanted addressed and they came back with their proposals, which were all very similar except the price. Discussion continued on the variance in price quoted, different materials that could be used, and use of TIF funds versus Lakefront. This will be forwarded to Council with the recommendation that this comes out of Lakefront.

#### **COUNCIL REPRESENTATIVES SERVING ON OTHER BOARDS AND COMMITTEES:**

##### **Chamber of Commerce, Alderman Krause**

Krause attended a portion of the meeting. They are continuing to get 8 – 12 new members a month. Grace Ecklund is looking into funding to bring back the Circus Wagons again this year. It is a huge draw. The website receives thousands and thousands of hits from all over the country and the world. They have funding set aside for updating the building or changing their location; parking is always a problem. The Memorial Day Parade will be Monday, May 31.

##### **Lake Geneva Museum**

No report.

##### **Geneva Lake Development Corporation, Aldermen Mott & Hartz**

No meeting, no report.

**Geneva Lake Environmental Agency, Alderman Fesenmaier**

Fesenmaier explained the Car Rally will be a weekend event this year, September 24-26. There is an issue with painting piers and paint or flakes of paint dropping into the water. Linn Township is going to draft a sample ordinance to bring back to look at so the Committee can adopt it themselves and give to communities. The salt issue was discussed at the County Public Works Committee meeting; Ted Peters will meet with staff before the next meeting. We need to make the citizens aware of the requirements for fertilizers and put it on the web page. Fesenmaier said Fontana is applying to Bird City USA. It is something new and will be on the Tree Board and Park Board agendas.

**Geneva Lake Use Committee, Aldermen Krohn**

No meeting, no report.

Mott said he is reading through the internal controls report and thinks it is an excellent report but wondered if there are some old ones for some comparisons. Jordan replied it has changed and someone would need to input on the computer. Krause asked if that could be put in the alderman room for their viewing. Mott asked about an old baseball field at Veteran's Park that hasn't been used for years. Jordan said there are bids out for repairing it.

Tolar/Mott motion to adjourn. Unanimously carried.

Transcribed from audio tape.

/s/Artis M. Roenspies, Deputy Clerk