

FINANCE, LICENSE & REGULATION COMMITTEE

MONDAY, MARCH 25, 2013 - 6:00PM

COUNCIL CHAMBERS, CITY HALL

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

Roll Call. Present: Aldermen Kupsik, Krohn, Tolar, Hougen and Hill. Also Present: City Administrator Jordan, Comptroller Pollitt, DPW Winkler and City Clerk Hawes.

Approval of Minutes

Kupsik/Hougen motion to approve Finance, License and Regulation Committee meeting minutes of March 11, 2013, 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.

LICENSES & PERMITS

Original Fireworks Permit Application filed by Bryan Olson on behalf of Hi-Tech FX, LLC and Great Events, Inc. for a fireworks display located at 1002 S. Knoll Lane on March, 31, 2013 at 7:45 p.m.

Kupsik/Krohn motion to recommend approval. Unanimously carried.

Original Operator (Bartender) Licenses applications filed by Ashlee Y. Olson

Tolar/Hougen motion to recommend approval. Unanimously carried.

Discussion/Recommendation on award of contract with Crispell-Snyder for 2013 Street Maintenance Design in the amount not to exceed \$13,000.00 funded by capital projects fund (*recommended by Public Works Committee 3/14/13*)

Hougen/Kupsik motion to recommend approval. Chairperson Hill said the contract is for the design work associated with previously approved street maintenance program. She said the design will account for about 5.5% of the total project cost. Unanimously carried.

Discussion/Recommendation on adopting a 2012-2013 wage schedule for the Police Union contract

Chairperson Hill said the union accepted the City's last offer of a 1% wage increase for 2012 and 2% increase for 2013. Ms. Hill said the 2012 adjustment was funded by the 2012 police and fire budget.

Tolar/Hougen motion to recommend approval. Chairperson Hill said she would clarify whether a wage increase was budgeted in the 2013 budget. Unanimously carried.

Discussion/Recommendation on request by Badger High School to waive the Riviera Ballroom reservation fees for the Scholarship Gala on November 15, 2013

Kupsik/Hougen motion to recommend approval. Unanimously carried.

Discussion/Recommendation on directing the City Attorney to prepare a landlord registration ordinance

Chairperson Hill said City Attorney Draper is asking for the Finance, License and Regulation Committee's feedback prior to preparing the ordinance.

Kupsik/Hill motion to recommend directing the city attorney to prepare the registration ordinance with the change that the fee is \$25.00 per landlord. Unanimously carried.

Discussion/Recommendation on directing the City Attorney to prepare a chronic nuisance ordinance

Chairperson Hill said the ordinance would provide protocol for tracking and enforcing property nuisance violations. City Attorney Draper clarified that the ordinance would apply to all City properties, not just rental properties.

Kupsik/Tolar motion to recommend instructing the City Attorney to prepare a chronic nuisance ordinance. Motion carried by a vote of 4 to 0, with Alderman Hougen abstained.

RESOLUTIONS

Resolution 13-R24, amending the City's Fee Schedule to add the Vehicle Suspension Release Fee and Trapping Permit Fee

Kupsik/Tolar motion to recommend approval. Unanimously carried.

Resolution 13-R25, transferring \$439,333.42 from the Lakefront Special Revenue Fund and \$500,373.71 from the Parking Lots and Meters Special Revenue Fund to the 2012 General Fund

Tolar/Hougen motion to recommend approval. Unanimously carried.

Resolution 13-R26, creating a Designated Fund Balance-Equipment Replacement account and transferring \$150,000 from the 2012 Undesignated Fund Balance to the Designated Fund Balance-OPEB and transferring \$715,000 from the 2012 Undesignated Fund Balance to the Designated Fund Balance-Equipment Replacement

Chairperson Hill referenced a memorandum from Administrator Jordan recommending the transfer of \$150,000.00 into the Other Post-Employment Benefit account and \$715,000.00 into a newly established equipment replacement account. Ms. Hill said the previous Council raised the parking meter rate with the intention of creating the equipment replacement fund.

Administrator Jordan said the Council should continue to seed the OPEB account on an annual basis. He suggested the City have an OPEB study done when the union contracts expire after this year and the new benefit levels are established.

Mr. Jordan said the equipment replacement fund would be used to purchase large equipment items in lieu of issuing debt. He said there is an equipment replacement schedule that would be used to plan and track the expenditures.

Kupsik/Tolar motion to recommend approval. Chairperson Hill asked when the City could begin spending from the equipment replacement fund. Administrator Jordan said the City is in its final year of its current borrowing. He anticipated the equipment replacement fund would begin in 2014. Chairperson Hill expressed concern that future Councils would need to commit to seeding the fund. Administrator Jordan said they would need to establish a culture of committing to and sustaining the account.

Unanimously carried.

Presentation of Accounts

Kupsik/Krohn motion to recommend approval of Prepaid Bills in the amount of \$17,053.59. Unanimously carried.

Tolar/Hougen motion to recommend approval of Regular Bills in the amount of \$307,407.27. Unanimously carried.

Adjournment

Hougen/Kupsik motion to adjourn at 6:48 p.m. Unanimously carried.

/s/ Michael D. Hawes, City Clerk

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