

FINANCE, LICENSE & REGULATION COMMITTEE – BUDGET WORKSHOP

MONDAY, OCTOBER 2, 2012 - 10:00AM

COUNCIL CHAMBERS, CITY HALL

Chairperson Hill called the meeting to order at 10:05 a.m.

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

Comments from the public limited to 5 minutes. None.

Review/Discussion of departmental budget requests submitted for Budget Year 2013

Jim Gee, President of the Geneva Lakes Museum Board, presented the 2013 budget request on behalf of the museum. Mr. Gee stated the museum has had a successful year. Membership is up over 33% in the first eight months of 2012. In August, 973 people came through which was a record. The museum is also on pace to break its attendance record for the year. Fundraising is on pace to triple or quadruple the funds collected in 2012. Mr. Gee explained that, although the museum is having a great year, they are requesting additional funding from the City in 2013 to continue expansion of its programs and exhibits. The museum is requesting \$18,000.00 from the City, an increase of \$6,000.00 from 2012. Mr. Gee said the additional funding would go toward marketing and new exhibits.

Meter Supervisor Johnson addressed the Committee to present the 2013 budget request for the Parking Meter Department. Ms. Johnson explained how the role of her department has changed due to the new parking kiosk system. She is in the process of rewriting job descriptions to conform to their new duties. She is reviewing how other communities like Milwaukee have structured their department. Ms. Johnson described how the changes in personnel are expected to affect the department's 2013 budget. The proposed budget includes holiday pay for parking checkers.

Police Chief Rasmussen presented the 2013 budget requests for the Police Department. Mr. Rasmussen said the budget includes the request for two additional part-time officers at 32 hours each. The Committee discussed the impact of tourism on police staffing. They also discussed the condition of the Police Department offices and training room. Administrator Jordan suggested putting a fund aside each year for City Hall maintenance and upgrades. Police Chief Rasmussen said the requested budget includes purchasing three squad cars in 2013. He said the 911 system will be obsolete in 2014.

The 2013 budget requests for the Fire Department were presented by Fire Chief Connolly. Mr. Connolly said the department expects revenue increases in fire insurance from the State, burn permits, EMS fees, fire inspections and contracted services. In total, revenue is expected to increase by over \$21,000.00. Mr. Connolly said the requested budget includes expenditure increases in wages, service calls, retirement costs, fire training, EMS training and IT services. Fire Chief Connolly stated the proposed budget includes turnout gear and hose expenditures, which were previously capital items. He requested these items be in the operating budget because they should be an ongoing purchase. The Committee discussed the merits of moving the turnout gear and hoses to the operating budget. The Committee also discussed alternative options for purchasing and storing fuel.

Captain John Peters presented a budget request for Pro Phoenix record management system. He said the Fire Department currently uses Firehouse, a DOS-based system. The Police Department purchased Pro Phoenix three years ago and it has worked very well for them. Mr. Peters said the total cost, including the server, licensing, installation, training and support is \$62,209.00. Chairperson Hill said the Committee would have the challenge of finding the funds for the system since it is not in the current operating or capital budgets.

The Committee agreed to discuss administrative budgets at the next budget workshop on October 4 and change the start time of that workshop from 6 p.m. to 5 p.m.

Adjournment

Tolar/Krohn motion to adjourn at 12:39 p.m. Unanimously carried.

Transcribed from audio recording.

/s/ Michael Hawes, City Clerk

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BY THE FINANCE, LICENSE & REGULATION COMMITTEE**