

FINANCE, LICENSE & REGULATION COMMITTEE

MONDAY, OCTOBER 8, 2012 - 6:00PM

COUNCIL CHAMBERS, CITY HALL

Chairperson Hill called the meeting to order at 6:00 p.m.

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

Approval of Minutes

Hougen/Krohn motion to approve Finance, License and Regulation Committee regular meeting minutes of September 24, 2012, 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 “Class B”/Class “B” Intoxicating Liquor and Fermented Malt Beverage License Application filed by Geneva Bay Club, LLC d/b/a Maxwell Mansion, 421 Baker Street, Lake Geneva, Charles Andrew Fritz, Agent
City Clerk Hawes said the proposed agent also serves as the agent for the Baker House; he noted it is permissible to serve as the agent for more than one licensed premises.

Kupsik/Hougen motion to recommend approval. Unanimously carried.

Original 2012-2013 Operator License applications filed by Chad J. VanSwol, Emily K. Hall-Slapp, Megan L. Schroeder, Heather E. Boggs, Elizabeth K. Jacob, Elisa C. Brown, Helen A. Sapieka, Amanda L. Luerssen and Zachary A. Kamin

Kupsik/Krohn motion to recommend approval. Unanimously carried.

RESOLUTIONS

Resolution 12-R65, a budget amendment transferring \$35,000.00 for the purchase of one Ford F-550 truck that will include a chipper and a plow

Hougen/Kupsik motion to recommend approval. Alderman Hougen noted the Council approved the purchase of the vehicle at its previous meeting. Unanimously carried.

Resolution 12-R66, designating a dog swimming area near the West End Pier

Kupsik/Hougen motion to recommend approval. Alderman Hougen asked what type of signage would be posted near the dog swimming area. Administrator Jordan said the signage would indicate that dogs must be supervised at all times, that they must be leashed upon leaving the water and that dogs are not allowed on the piers unless they are being loaded into or from a watercraft. Unanimously carried.

Resolution 12-R67, amending the City Attorney wages as approved in the 2012 budget, to be effective May 1, 2012

Comptroller Pollitt said the Council approved a similar resolution earlier this year, however it was missing the wage increase for the City Attorney which was included in the 2012 budget. Hougen/Tolar motion to recommend approval. Unanimously carried.

2013 Budget Update

Comptroller Pollitt announced changes to the 2013 budget timeline. She said the meeting that was scheduled for Tuesday, October 16 has been changed from a full Council workshop to a Finance, License and Regulation Committee workshop. The full Council budget workshop will be rescheduled for a date to be determined.

Chairperson Hill provided an update on the 2013 budget process. She said the Committee had finished hearing presentations of departmental budget requests. The Comptroller and City Administrator will continue to compile information for the budget document. She said the Committee will review the status of the budget at the workshop on October 16.

Discussion/Recommendation on establishing alcohol license premises extension application and fee

City Clerk Hawes recommended the City adopt a more formalized process for reviewing requests for premises extensions. He said the current process has been that applicants submit a request in writing to extend the premises of where they can serve alcohol. He suggested that using an application form would help make sure they are gathering the same necessary information from each applicant. In addition, the form would require approval from the Building Inspector and Police Chief, which would ensure the proposed premises extension wouldn't violate the zoning code or lead to safety issues. Mr. Hawes recommended an application fee of \$25.00.

Alderman Kupsik asked if \$25.00 was enough of a processing fee. City Clerk Hawes said this amount was similar to fees for similar applications he found in other communities. Chairperson Hill said she initially opposed charging a fee for the premises extension application because she felt businesses already pay a lot for the annual alcohol licenses. However, she said businesses have an opportunity to amend their premises every year during the annual license renewal process. She felt \$25.00 was a fair fee to those businesses that do not amend their premises during the regular renewal process.

Hougen/Kupsik motion to recommend approval of alcohol license premises extension application and fee in the amount of \$25.00. Unanimously carried.

Presentation of Accounts

Tolar/Krohn motion to recommend approval of Prepaid Bills in the amount of \$253.73. Unanimously carried.

Kupsik/Tolar motion to recommend approval of Regular Bills in the amount of \$199,935.80. Unanimously carried.

Tolar/Krohn motion to accept the Monthly Treasurer's Report for July 2012. Unanimously carried.

Adjournment

Krohn/Kupsik motion to adjourn at 6:30 p.m. Unanimously carried.

/s/ Michael D. Hawes, City Clerk

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