

FINANCE, LICENSE & REGULATION COMMITTEE
MONDAY, JUNE 13, 2011 - 6:00PM
COUNCIL CHAMBERS, CITY HALL

Chairman Krause called the meeting to order at 6:02pm.

Roll Call. Present: Aldermen Krohn, O'Neill, Hartz, Marsala, and Krause. Also Present: Administrator Jordan, Comptroller Pollitt, and City Clerk Reale.

Marsala/Krohn motion to approve Finance, License and Regulation Committee minutes of May 23, 2011 as distributed. Alderman O'Neill noted for the record that he had yet to be provided with the information he requested of Arthur Tillman during the audit presentation at the prior meeting. 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-R40, a resolution authorizing the issuance and sale of \$2,980,000 General Obligation Promissory Notes, Series 2011A

Krause/Marsala motion to forward to Council without recommendation. Unanimously carried.

Resolution 11-R41, a resolution establishing fees for special collection of yard waste pursuant to Sec. 58-46 of the Lake Geneva Municipal Code

Administrator Jordan reported that existing City ordinances contained a provision for fees to be imposed for the special collection of yard waste materials outside of the routine collections scheduled by the City. The subject resolution would establish the fee amount for those special collections at \$50.00 per 15-minute increment or fraction thereof, which Street Superintendent Carstensen had calculated would sufficiently cover the associated costs for manpower and benefits. Chairman Krause noted that the resolution would need to be amended to clarify that the fee would be set at \$50.00 plus any applicable sales tax.

Marsala/Hartz motion to forward to Council with recommendation for approval, as amended to specify that the collection fee would have applicable sales tax added. Alderman O'Neill noted that funds had been budgeted for brush collection, asking who had been responsible for the decision to eliminate routine collections. Alderman Hartz responded that the Council had previously approved eliminating the summer brush collection program during the annual budget process, adding that the funds included in the budget were only for spring and fall collections.

Administrator Jordan noted that this resolution was related to the upcoming Ordinance 11-20, which would provide the City with the means to tag yard waste deposited curbside during non-collection months and bill property owners for its removal. Alderman Krohn asked how this system would operate. Administrator Jordan stated that either the code enforcer or Street Department personnel would tag the brush pile and provide notice to remove such within 48 hours. If not removed by the property owner, the City would collect the yard waste and bill the property owner the special collection fee. Chairman Krause wondered if \$50.00 was an adequate amount to charge, as the City wanted to discourage individuals from simply employing special collection as a routine City service for brush removal. Administrator Jordan responded that staff would monitor the usage of special collections and, if it appeared to be getting heavy use, the Council could revisit the fee amount at a future date.

Motion carried unanimously.

ORDINANCES

First Reading of Ordinance 11-19, amending Chapter 30, Fire Prevention and Protection, of the Lake Geneva Municipal Code regarding annual fire prevention inspection fees (*recommended by Police & Fire Commission on 6/9/11*)

Administrator Jordan stated that the proposed ordinance would have the effect of authorizing annual fire inspection fees to be placed directly on the tax roll as a special charge rather than being separately invoiced to the property owners through a billing company. Comptroller Pollitt added that the change had been recommended as a way to save time and costs associated with data entry. During discussion, the members of the Committee expressed some discomfort with automatically extending these special charges to the tax roll. Alderman Hartz further relayed a concern about how taxpayers would be able to address situations in which erroneous charges were placed on their real estate tax bills.

First Reading of Ordinance 11-20, amending Chapter 58, Solid Waste, of the Lake Geneva Municipal Code regarding special collection of yard waste

Administrator Jordan explained that this ordinance was related to the special collections of yard waste during non-collection months, as previously discussed. City Attorney Draper informed the Committee that the change was being recommended because there was no provision in the current ordinance to permit the City to tag and charge for the collection of brush apart from scheduled collections. Chairman Krause noted that there were a number of seasonal property owners in the City who might not be aware of changes in the collection routine. Administrator Jordan stated that the City would make an extra effort to contact those individuals.

LICENSES & PERMITS

Change of Agent Schedule application filed by Samson Enterprises, d/b/a Carvetti's, 642 W. Main Street, Lake Geneva, WI, to Colleen Larimer, N520 Prairie View Rd., Walworth, WI

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

Street Use Permit application filed by the Geneva Lake Environmental Agency for Geneva Lake Classic Car Rally on September 24, 2011, from 7:00 am to 12:00pm

O'Neill/Marsala motion to forward to Council with recommendation for approval. It was noted that this event would involve the temporary closure of Wrigley Drive, from its intersection with Broad Street to the Library. Unanimously carried.

Street Use Permit application filed by the Maple Park Homeowners Association for MPHA Block Party on June 25, 2011, from 5:00pm to 9:00pm

Marsala/Hartz motion to forward to Council with recommendation for approval. Chairman Krause noted that this event would require the temporary closure of the 1100 block of Geneva Street. Unanimously carried.

Park Permit application filed by the Maple Park Homeowners Association for free concerts in Library Park on July 9 and August 13, 2011, from 5:00pm to 7:00pm (recommended by Board of Park Commissioners on 4/6/11)

Hartz/Krohn motion to forward to Council with recommendation for approval. Alderman Marsala inquired as to the selection of Library Park for the events, as Flat Iron Park was typically the venue used for musical concerts. Chairman Krause responded that he was uncertain as to why Library Park had been chosen by the applicant; however, he suggested it might be attributable to Library Park's proximity to the Maple Park neighborhood. Alderman Marsala also expressed some concern about having music being performed relatively close to a residential area. Administrator Jordan stated that he would contact the applicant to confirm the type of music proposed and discuss any potential issues with volume levels. Unanimously carried.

Park Permit application filed by United Methodist Church for "Tree of Life" dog walk charity event using Dunn Field on July 9, 2011, from 8:30am to 2:00pm (recommended by Board of Park Commissioners on 6/1/11)

Hartz/Krause motion to forward to Council with recommendation for approval. City Clerk Reale reported that the applicant proposed to conduct a charity dog walk event, which would include using a portion of Dunn Field in addition to sidewalks in the surrounding neighborhood area. He confirmed that the proposed routes had been approved by Chief Rasmussen.

Hartz/Marsala motion to suspend the rules to permit Anthony Marescalco to address the committee on behalf of the applicant. Unanimously carried. Mr. Marescalco stated that the event had been designed to raise funds for Lakeland Animal Welfare Society, adding that it was part of a larger effort to establish a non-profit foundation that would eventually offer goods and services to community residents. Original motion carried unanimously.

2011-2012 Renewal Operator License applications

Marsala/Hartz motion to forward to Council with recommendation for approval of the renewal applications, as listed in the Council packet. Unanimously carried.

Original 2011-2012 Operator License applications filed by Laura Bussen, Chris Wissell, Aspen Erickson, Justin Smith, Stephanie Gutowski, Samuel Nisler, Jaime Prica, Michelle Marchetti, Sascha Eacret, Ryan Lasch, Katrina Hudson, Kirsten Sauer, and Callie Johnson

Marsala/o'Neill motion to forward to Council with recommendation for approval. Unanimously carried.

Renewal "Class B"/Class "B" Retail License applications for 2011-2012

Hartz/Marsala motion to forward to Council with recommendation for approval of renewal "Class B"/Class "B" Intoxicating Liquor and Fermented Malt Beverage License application filed by 422 S. Wells St., Ltd., d/b/a Celebration on Wells, 422 S. Wells Street, Charles Lorenzi, Agent, pending all outstanding liabilities to the City being paid and all distributor invoices and Department of Revenue holds being cleared prior to issuance of the license. Unanimously carried

Renewal Reserve "Class B"/Class "B" Retail License applications for 2011-2012

Krause/Marsala motion to continue renewal Reserve "Class B"/Class "B" Intoxicating Liquor and Fermented Malt Beverage License application filed by Cove Condominium Association, d/b/a The Cove of Lake Geneva, 111 Center Street, Sal Sardina, Agent. City Clerk Reale noted for the record that the applicant continued to have outstanding room tax payments due to the City, as well as a Department of Revenue hold placed against the license. Unanimously carried.

Renewal Class "B"/ "Class C" Retail License applications for 2011-2012

Hartz/Marsala motion to forward to Council with recommendation for approval of renewal Class "B"/ "Class C" Fermented Malt Beverage and Wine License applications filed by the following, pending all outstanding liabilities to the City being paid and all distributor invoices and Department of Revenue holds being cleared prior to issuance of the license:

El Palenque Restaurant, Inc., 259 Broad Street, Laura Chihuahua, Agent

Guerrero, Inc., d/b/a Olympic Restaurant, 748 Main Street, Yolanda Zavaleta, Agent

Unanimously carried.

Renewal "Class A"/Class "A" Retail License applications for 2011-2012

Krause/Marsala motion to forward to Council with recommendation for approval of renewal "Class A"/Class "A" Intoxicating Liquor and Fermented Malt Beverage License applications filed by the following, pending all outstanding liabilities to the City being paid and all distributor invoices and Department of Revenue holds being cleared prior to issuance of the licenses:

Geneva Liquors, Inc., 797 Wells Street, Kanwal B. Singh, Agent

Midwest Fuel, Inc., d/b/a Lake Geneva Shell, 501 Interchange North, John Consolino, Agent

Unanimously carried.

Krause/Marsala motion to continue renewal "Class A"/Class "A" Intoxicating Liquor and Fermented Malt Beverage License applications filed by Global Gourmet LLC, d/b/a Global Gourmet & Village Baker, 738 W. Main Street, Terence Conell, Agent. City Clerk Reale noted for the record that the applicant continued to have outstanding personal property tax payments due to the City, in addition to an outstanding distributor invoice. Unanimously carried.

With respect to the renewal application filed by Geneva Corner Market, Inc., 1231 Grant Street, Kathleen M. Ketterhagen, Agent, City Clerk Reale reported that all prior delinquencies of the applicant had been cleared, with the exception of one outstanding distributor invoice. He stated that he had contacted the distributor's credit office for confirmation of that remaining delinquency, and had been informed that the applicant paid the invoice amount on June 13, 2011. The distributor indicated that the hold would not be released until such time that the check had cleared.

Marsala/Krohn motion to continue. Unanimously carried.

Renewal “Class A” Retail License applications for 2011-2012

Krause/Hartz motion to continue renewal “Class A” Intoxicating Liquor License application filed by Cove Condominium Association, d/b/a The Cove of Lake Geneva, 111 Center Street, Sal Sardina, Agent. City Clerk Reale noted for the record that the applicant continued to have outstanding room tax payments due to the City, as well as a Department of Revenue hold placed against the license. Unanimously carried.

Renewal Class “A” Retail License applications for 2011-2012

Hartz/Marsala motion to forward to Council with recommendation for approval of renewal Class “A” Fermented Malt Beverage License application filed by Geneva Bay Market & Gifts, LLC, 252 Center Street, Patrick M. Kavanuagh, Agent, pending all outstanding liabilities to the City being paid and all distributor invoices and Department of Revenue holds being cleared prior to issuance of the licensee. Unanimously carried.

Discussion/Recommendation on accepting donation from Lake Geneva Jaycees in the amount of \$2,495.00

Marsala/Krohn motion to forward to Council with recommendation to accept the donation. Administrator Jordan reported that the Jaycees had intended the donation to be used toward the purchase of a tire changer for the Street Department; however, City policy dictated that the Council must authorize accepting any donation. Comptroller Pollitt noted that accounts were set up in the general ledger for monies received from donations, adding that donations did not necessarily have to be specified toward a particular item by the donor. Unanimously carried.

Discussion/Recommendation on amendment to Chapter 5 (Parking) of the City Policy Manual, regarding collections for parking forfeitures

Administrator Jordan stated that an addition was being recommended to the City parking policy to specify the procedures to be used for collection on parking tickets. Comptroller Pollitt noted that the amendment simply reflected the methods already being employed by the City in practice; however, staff believed it was important to put these practices into writing in the policy document.

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

Presentation of Accounts, Alderman Krause.

Purchase Orders. None.

Marsala/Krohn motion to recommend approval of Prepaid Bills in the amount of \$39,520.70. Unanimously carried.

Hartz/Marsala motion to recommend approval of Regular Bills in the amount of \$322,950.36. Chairman Krause noted that the total amount for regular bills had been adjusted to reflect electric bills received from Alliant Energy after the bill reports had been distributed last week. Copies of the Alliant invoices had been distributed to the members of the Committee prior to the meeting for review. Alderman O’Neill questioned the electric charge for the flashing light on George Street, as it had appeared to double between May and June. Following a review of the bills, it was confirmed that the charge on that particular invoice covered a period of two months. Alderman Hartz commented on the expenses for streetlights, asking for information on the cost to upgrade to LED lighting and any estimated related savings from such an upgrade. Administrator Jordan responded that staff could return to the Committee with figures and a cost-benefit analysis of an LED upgrade; however, he anticipated the initial upgrade costs would be significant. Unanimously carried.

Adjournment

Marsala/Krohn motion to adjourn at 6:58pm. Unanimously Carried.

/s/ Jeremy A. Reale, City Clerk

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