

COMMITTEE OF THE WHOLE
MONDAY, AUGUST 1, 2011 - 6:30PM
CITY HALL BUILDING, COUNCIL CHAMBERS

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

Pledge of Allegiance led by Alderman Krohn.

Roll Call. Present: Aldermen Hartz, Mott, Marsala, Kehoe, Kupsik, Krohn, O'Neill and Krause. Also present: City Administrator Jordan.

Kehoe/Mott motion for approval of Minutes from July 5, 2011 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.

Mary Weeden, 1112 Pleasant Street representing the Neighborhood Watch from Pleasant, Park Row, Marshall and Franklin Streets commented that they have had concerns because there have been problems with some rentals not being kept in good repair, especially on Pleasant Street. She hopes they can pass an enforceable ordinance.

Update on Parking System from Jeff Miskie (Administrator Jordan)

Administrator Jordan explained that he and Jeff Miskie have been meeting with various entities looking at whether we should go with Wi-Fi downtown for the parking system, and at the same time, the Chamber had asked if there is any way they might be able to utilize a Wi-Fi system if we were able to install one. They also checked with Verizon and AT&T about what we could do if we could not do Wi-Fi. Mr. Miskie has put together a presentation highlighting what they discussed with Time Warner, Verizon and AT&T and discussing a system if we try to put one in ourselves.

Mr. Miskie gave a Power Point presentation, saying that he wanted to talk about some of the research that is ongoing dealing with how we can literally talk to the parking kiosks in the downtown area. He explained that we need to have the kiosks downtown connected because there is a data transmission that occurs between the kiosks and because of credit card transactions. We will also be exchanging data with parking enforcement; there is also status monitoring of the health and well-being of the kiosks. Basically it is like an internet connection. They have examined four possibilities; two of them are cellular and two of them are Wi-Fi. The cellular system is basically putting a cell phone card in each one of the kiosks; it is installed at the time of manufacture and is one of the simplest and easiest to maintain. It is also very reliable. The negative side is there is an ongoing monthly expense; the price can vary after the contract term ends, and it may lock us into that particular vendor. Verizon has a slightly different approach, billing on the amount of data transferred between the kiosk and the home base here at City Hall. The other option is a wireless Wi-Fi network that would be in the downtown area. It is really a network of strategically located wireless access points, called a WAP, where you put wireless hotspots throughout the city in a mesh network of little transmitters that can talk to computers as a team. In this application, we would install a Wi-Fi card in each kiosk. The advantage of this is that we can buy it off the shelf; it is a non-proprietary standard. We can use it for other purposes such as communication with reserve police officers on foot in the downtown area, in the squads, security alarm monitoring, or even surveillance video. We would be responsible to get electrical service to these key locations. The last thing he described was a municipally built and run network, where the City would actually build, maintain and own it. He came up with a similar approach to Time Warner, although quite a bit more aggressive with 21 access points scattered similarly, and designed in

a ring redundancy so that if one of these access points goes down, we still have another route to follow to get service back to those. The downside is that we would have to maintain it. He noted various options on the Power Point screen and cautioned the Council to remain flexible and not buy in to something that will lock you into a contract from which you will not be able to escape; new technologies are coming along all the time. Mr. Miskie answered questions regarding use of solar power, changing technology and how current it is, and whether this needs to be installed all at once. Administrator Jordan explained that this will not be city wide at this point but just the downtown area. He has brought this before the Committee now to discuss and make some decisions because we want to order the kiosks and be ready to go by next year.

Update on Property Assessments from Accurate Appraisal.

Lee De Groot, one of the owners of Accurate Appraisal, appeared to answer questions regarding the reassessment this year. The purpose of a reassessment is to get things back to 100%. In years past, when the market has been good, you typically always saw increases with the revaluation. The last revaluation here was seven years ago; in that period of time, you had an increase and now values have been decreasing if you are looking at 100% every year. When we look at sales, the assessed values were still below what the market value was for properties and that is why we are seeing the increase. The equalized value, which is the Department of Revenue's analysis of assessment to sales ratio, is determined by looking at what a property is assessed at versus what it sold for to achieve an overall average. He gave further statistics on sales and assessments in 2010. The biggest fear is that taxes will go up if assessments go up. That is not necessarily the case; if the levy stays the same, the mill rate would drop by the same percentage. Mr. De Groot answered various questions the aldermen had, including the open book times, equalized values, properties with two assessments, land values and recent market values. Marsala/Kupsik motion to suspend the rules to allow someone to comment. Unanimously carried. Roger Wolff gave statistics on home and commercial property sales and asked about the wide variance in percentage of increases. Mr. De Groot described the information they use to make the assessments.

Discussion/Recommendation on draft ordinance implementing a building maintenance code and residential rental property registration and inspection program for the City of Lake Geneva *(referred from Council for further discussion 7/25/11; First Reading on ordinance scheduled for 8/8/11 Finance and Council meetings)*

Administrator Jordan explained this is a continuation of something we started five or six months ago, trying to come up with a method to inspect properties within the city. We looked for models and learned that Milwaukee had come up with one; theirs targeted certain neighborhoods. When ours came before the Council, the question was asked why this is not being made citywide. Alderman Kehoe still feels we need to target certain areas, we need occupancy permits and landlords need to register every year. Alderman Krause feels he would like to see targeted areas first. Alderman Marsala suggested making it citywide with a priority list. Alderman Hartz favors a more targeted approach because we don't know yet how long each inspection will take, if we will need more personnel and whether this will actually work. Alderman O'Neill asked if the real purpose is for external appearance or safety; he also felt it should be citywide but is concerned about the cost. Alderman Krohn feels it should be citywide, as do Aldermen Kupsik and Mott. Alderman Krause said they are almost a self-funding department. This would work in the same manner. The fees are established after the ordinance is established; this is a fee-based process. This may require a full-time inspector because the ordinance is no good if it is not enforced. Marsala/Kupsik motion to suspend the rules to let John Summers speak. Unanimously carries. John Summers, our Code Enforcer, suggested making it citywide and letting the inspector decide what buildings need to be inspected. Typically the inspection should include checking the heating system, fire doors on

the boiler room, holes in the walls, broken windows and how many illegal apartments there are. The difficulty is getting into the apartments. Alderman O'Neill wondered if places that rent by the week are included; he also suggested registration be required. Alderman Marsala asked if we need to make it mandatory for everyone to be inspected every year. Administrator Jordan commented this is something you will need to decide; the newer apartments shouldn't need to be inspected every year. Mr. Summers said the city is in pretty good shape and he doesn't see the need for more than a couple a week. Alderman Kehoe noted the ordinance has two definitions, a dwelling unit or a boarding house and asked how it works. City Attorney Draper said part of the confusion is there are two ordinances that we are dealing with; we have always had a rental certification program. However, we have not had a building maintenance code which is what makes the rental certification program work. The whole idea is to get that program going again and then giving it teeth with the building maintenance code. Several meetings ago, the consensus he understood from the Council was on a citywide basis so he drew up the code, the certification program and the maintenance code accordingly. That is why we have inspections every five years and that is why there is a provision that says we are going to set our inspections based on the age of the building. He could set it up based on discretion of the Building Inspector, but any time you start going away from standards, you run into the problem of discriminating against certain groups. We started based on the age of a building. There is also provision that says the building inspector is not restricted to every five years; he can inspect more often. We also have the building maintenance code in place so if there is a complaint from a neighbor, we have something with teeth to cite someone for being in violation of our building code. We eliminated places like hotels and motels because they are typically inspected by the state, whereas boarding and rooming houses are typically not licensed by the state; that is why we are undertaking to do those types of facilities under our rental certification program. We will have an application process; they will have to come in and register and fill out a questionnaire with information such as how many units they have, what are in the units, how many bathrooms and other information. The inspection is the second part; that is why we will issue a temporary certificate for those people we can't inspect right away, and then set up a schedule where we can start inspecting the places. Discussion followed on regulating motels that rent by the week or month, affordable housing issues, space requirements and raising the cost of housing so much that people can't afford to live. Kupsik/Kehoe motion to suspend the rules and allow someone to speak. Unanimously carried. Mary Weeden asked if people surreptitiously start subdividing a house, will there be a consequence to make them put it back to the way it was. Her other concern was whether or not this would be enforced. Attorney Draper replied there would be a penalty between twenty-five and no more than a thousand dollars plus court costs.

Discussion/Recommendation on directing the City Attorney to prepare an ordinance regarding regulation of parking in residential areas for non-residents without valid parking permits

(referred from Council for further discussion 7/25/11)

Alderman Krause asked for a quick census on whether or not to pursue this. Two said yes, six said no. Administrator Jordan said the Parking Commission wants to leave it the way it is. Marsala/Krohn motion to suspend the rules for someone to speak. Unanimously carried. Kevin Fleming, Chair of the Parking Commission, informed that this has been discussed numerous times at their meetings and they have heard from residents. They have decided they did not see any merit in it and that is why they recommended that Alderman Kehoe bring it to the Council. They are discussing a long-term parking plan, looking at all the aspects of parking in Lake Geneva, from residential to commercial to employee parking.

Finance, License & Regulation Committee, Alderman Krause

Alderman Krause reported that Comptroller Pollitt is just about reconciled up to date. He and Administrator Jordan are still writing and working on becoming a debt-free city.

Personnel Committee, Alderman Hartz

Alderman Hartz reported the two items coming up are hiring a City Clerk; the other is efficiency and having the right people in the right places.

Public Works Committee, Alderman Mott

Alderman Mott reported that among things that were talked about was the Main Street traffic signal improvement at Cook and Main Street. After discussion it was moved to approve Part A of the Crispell proposal, not to exceed \$67,000 and not to include the signal at Cook Street. It is going to the Council with no recommendation. A cross-walk protection device for downtown was discussed; it is a rapid-fire flasher. There was a consensus that it could be tested out at the crosswalk by the Cove during Venetian Festival. They also approved beach sand dredging in the spring by Crispell Snyder proposal for design and construction services not to exceed \$12,000. They discussed hand dryers versus paper toweling in City bathrooms throughout town. They approved volley ball courts at Veteran's Park with an MOU from the YMCA. There was discussion of the Broad Street crosswalk near Simple Restaurant. They approved installation of an additional handicapped ramp at the west side of Broad. Alderman Marsala added that the maintenance of the volley ball courts will be done by the YMCA; he said they had also discussed controlling the pedestrian traffic at Cook and Main with some kind of signaling device rather than a stop light. Mayor Connors noted that we had some assistance from the Department of Transportation removing the abandoned gas sign at the off ramp by Highway 50 and they will be doing some site restoration as soon as it dries out a little.

Piers, Harbors, & Lakefront Committee, Alderman Marsala

Alderman Marsala reported that there have been 41 bookings for the Riviera so far this year, which is a 37% increase over last year, and we are already booking into 2013. We have collected about \$15,000 to date in catering fees and are anticipating that amount again by the end of season. The boat launch is down about 24% because of the bad weather in June but that could still pick up with the nicer weather. They discussed the study of how long visitors to the beach had to wait and the results of the monitoring done on ten of the busiest days; the longest waiting period was five minutes and the average was two to three minutes. The beach revenue is running pretty parallel to last year; even though the attendance is down, the income is within a few dollars of last year at this time because of the rate increase. The revenues on July 4 were the highest ever on any given day; in fact, we had the all-time top week this year also. He complimented Harbormaster Gray on the excellent job he has done and George Stephen for the very good records he keeps for the Beach. Alderman Krause asked if the fees had been set for renting the Riviera Ballroom in 2013, and said they may want to consider setting those two years out when they adjust the fee schedule again.

Utility Commission, Aldermen Marsala and Hartz

No meeting, no report.

Tree Board, Alderman Mott

Alderman Mott reported that Arborist John Foster reported a tree down in Rushwood Park because of the storm. He indicated they need to remove 33 trees around town, and that 50 to 60 trees need to be replaced in addition to that. The cost is estimated at \$10,000 to \$15,000. The Tree Board went to the historic railroad site and recommended only tall dead trees and a storm-damaged tree be removed; all other densely growing trees and bushes of varying heights should not be removed.

Police & Fire Commission, Alderman Krause

Alderman Krause reported they have a new web page for the Commission; there was continuing dialogue about the 911 telephone system. The state budget bill has been on each agenda for updates. One of the bigger items is the disposition of the property of the fire truck we are replacing and some police items that are going to be disposed of as well. The funding will go back into the General Fund. Chief Connelly brought up the issue of the fire inspection fee ordinance and would like to see that come around again for consideration.

Planning Commission, Alderman Hartz

Alderman Hartz reported they have not met since the last Council.

Board of Park Commissioners, Alderman Kupsik

Alderman Kupsik reported they had an update on the skateboard park. There were some issues regarding the location as to snow removal, parking and buried water and sewer lines. The dog park was discussed and after the meeting, the Board went to the potential dog park to look at possible layout and determine an actual size. They met with Joe Peyer from the YMCA to discuss the detail of what his plans were for a sand volleyball setup at Veteran's Park; some questions came up as to the type of court the city would be willing to look into and the Mayor had brought in some information regarding particular types of sand volleyball courts. Overall, the parks are in pretty good shape with a few minor issues that were brought up to Mr. Winkler who said the Street Department would take care of them. The people who hold the concession stand contract came in to request a discussion on renewing their contract for next year and possibly having a multi-year contract. The consensus of the Board was that everyone seems to be pleased with the operation of the concession stand. One of the items for the next meeting will be updating some of the signs in the parks and considering a friendlier type of sign. The Fourth of July weekend generated 8.5 tons of garbage.

Library Board, Alderman Krause

Alderman Krause reported the highlights of their July 14 meeting. They finished up the organizational chart. The Beautification Committee is looking at doing some updated landscaping on the lake side of the library. Financially they are at the six month term and everything is right on target. June was the busiest month of all time with 15,894 items checked out. The annual book sale is August 13.

Historic Preservation, Alderman Kehoe

Alderman Kehoe reported that the Tales of Lake Geneva session was taped by Tom Laughlin and will be on disc. Approximately 100 persons were in the audience; the presenters were Marcie Douglass, Sue Morton, Christine Moritz, Lucy Otzen and Harry Hartshorne. The committee also discussed the Geneva Theatre group; they are continuing to work on financial establishment of organization with the help of volunteers. They are also working with Rick Bergstein, a representative from the State Historical Society in Madison, for a meeting on the restoration of cemeteries. The railroad plaque is now planted on Sage Street. The Horticultural Hall 100th anniversary events start Friday evening, August 5, 2011.

Cemetery, Alderman Krohn

Alderman Krohn reported on the June 16 meeting. They had the treasurer's quarterly report; Sturge Taggart gave a report on their financial statement from Edward Jones. Under unfinished business, Mr. Taggart had had quite a few questions about the cemetery at the April meeting so he and Sam Fredrickson had a meeting with Lance and Clint to ask them questions, such as who they were to report to and complaints about unanswered phone calls; this is all on file at the office for those interested. They had bids from Sheldon Landscaping and B&J Landscaping regarding the planting on the front entrance and the triangle; the bids were close and they chose B & J Landscaping. Lance was supposed to check on road repairs;

they were to be done by Craftsman. The commission approved purchase of a new John Deere tractor for \$4,750.00 with the discount and trade-in.

Parking Commission, Alderman Marsala

Alderman Marsala reported on the meeting of July 14. They discussed the parking study and progression plan; they will have questionnaires that will involve tourists, business people and residents. They talked about the theater and adding four more spaces there since it is closed. Administrator Jordan gave an update on the parking system and different alternatives. The Commission made recommendations on their preferences to do solar and to use coins, credit cards and cash.

Communications Committee, Alderman O'Neill

No meeting, no report.

Avian Committee, Alderman Marsala

No meeting, no report. He is hoping to have a meeting toward the end of this month.

Chamber of Commerce, Alderman Krause

No meeting, no report.

Lake Geneva Museum, Alderman Mott

Alderman Mott reported they had a very extended meeting. They are working on a quester grant application to be used in part for the Whiting House guest register which includes signatures of Ulysses S. Grant, General Sheridan and Henry Wadsworth Longfellow. David Novack, who graduated from Badger 50 years ago, made a donation of wood flooring for the Ceylon exhibit. They have new products in the museum store. They are promoting their annual Venetian Festival Cruise.

Lake Geneva Economic Development Corporation, Aldermen Hartz & Kupsik

Alderman Kupsik reported they had their regular meeting and addressed some concerns over buying back some of the properties in the industrial park. They discussed going in some different directions as far as marketing some of their properties; Mr. Cardiff was looking for someone to work with him on it. Alderman Hartz added they had a presentation from a representative of the state who covers economic development in Walworth County who talked about the difference between the state of Illinois and the state of Wisconsin; businesses are looking to come north across the border, but they have run into a couple of issues with lack of technical training and specific building types. That may be something we should look at for the continuing health of our city. Discussion followed on possible ways to do this. Alderman Kupsik pointed out that one of the biggest disadvantages is we do not have enough trained people available to fill these positions that these businesses need. Gateway in Kenosha and Racine has a bigger campus with a larger curriculum, whereas in Elkhorn it is a limited curriculum.

Geneva Lake Environmental Agency, Alderman O'Neill

No report.

Marsala/Mott motion to adjourn. Unanimously carried.

Transcribed from audio tape.
/s/ Artis Roenspies, Deputy Clerk