

## **Minutes of the Finance Committee – June 6th 2012**

A meeting of the Finance Committee of the City of Prairie du Chien was held on Wednesday June 6<sup>th</sup> 2012 at 6:30 PM in Conference Room #2 of City Hall. In the absence of Chairperson Kathleen Hein, the City Administrator called the meeting to order.

### **1. Call to order/Roll Call**

PRESENT – Jaaren Riebe, Judeen Ames, Frank Pintz ABSENT – Kathleen Hein (Chairperson), Linda Munson ALSO PRESENT – Mayor Dave Hemmer, City Administrator Aaron Kramer, City Planner Garth Frable, City Clerk Barb Elvert

### **2. Certification of the open meeting law agenda requirements and approval of the agenda**

MOTION: Ames SECOND: Riebe VOTE: 3-0

### **3. APPROVAL – Minutes of the May 15th 2012 meeting**

ACTION: To approve MOTION: Pintz SECOND: Ames VOTE: 3-0

### **4. DISCUSSION AND ACTION – Claims**

There was discussion about the purchase of “Mutt Mitts” for the pickup and removal of dog feces in the parks. The City Administrator was asked to discuss the purchase with staff. ACTION: To approve the Claims MOTION: Pintz SECOND: Riebe VOTE: 3-0

Without objection, the agenda was moved:

### **6. DISCUSSION AND ACTION – Appeal of Room Tax Penalties/Fines**

Jan White (2544 Country Club Parkway, Cedar Rapids, IA), Steve White (325 25<sup>th</sup> Street Drive SE, Cedar Rapids, IA) and Sheila Wuebbens (5409 Mayfair Drive, Cedar Rapids, IA) were present to appeal their penalties and fines for unpaid and delinquent room tax assessments dating back to 2010. They had recently sold the Brisbois Motel, and paid the City \$26,462.40 in fines and penalties, and are requesting \$19,455.55 be considered for return. The City Administrator said the City has filed legal actions against the motel and its owners in 2011 and 2012 due to delinquent room taxes, and said the City was applying the Room Tax Ordinance in relation to the fines and penalties. He said the recent sale of the motel could be completed due to the city’s legal action, and that he had been requested by the Whites to waive some of the penalties prior to the sale but did not have any authority to do so. He also stated the City had worked with the hotel in 2011 on a payment schedule to help with the situation, but that the terms of the agreement were not followed through by the motel. ACTION: To table the appeal to a future Finance Committee meeting MOTION: Pintz SECOND: Ames VOTE: 2-0-1 (Riebe abstained)

### **5. DISCUSSION AND ACTION – Deferred Special Assessments**

The city has roughly \$175,000 in deferred assessments, some dating back to 1978. Elvert explained the history of the assessments to the Committee. The general consensus of the Committee was to have the staff try and clear the deferred assessments off the City’s books if possible, and report back to the Committee on what steps will be taken to do so. No formal action was taken.

### **7. ADJOURNMENT (6:58 PM)**

MOTION: Pintz SECOND: Riebe VOTE: 3-0

Submitted by City Administrator Aaron Kramer