

FINANCE AND PERSONNEL COMMITTEE MINUTES
June 6, 2016

The regular meeting of the Finance and Personnel Committee for the City of Monona was called to order by Mayor Miller at 6:04 p.m.

Present: Mayor Robert Miller, Alderpersons Jim Busse and Doug Wood

Also Present: City Administrator April Little, Finance Director Marc Houtakker, City Planner Sonja Reichertz, Public Works Director Dan Stephany, and City Clerk Joan Andrusz

APPROVAL OF MINUTES

A motion by Alder Wood, seconded by Alder Busse to approve the Minutes of the May 16, 2016 Finance & Personnel Committee meeting, was carried.

APPEARANCES

There were no Appearances.

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS

City Planner Reichertz provided information on the \$8,593 Grant Award for Rosy Cheeks and Co./Sassy Chic Salons, 6045 Monona Drive, from the City's Façade Improvement Program. Mary Lou Reinwand is the new property owner. The Plan Commission determined painting was eligible because it is part of a larger project. If approved tonight, it will be reviewed at next Monday's Plan Commission meeting.

A motion by Alder Wood, seconded by Alder Busse to approve the \$8,593 Grant Award for Rosy Cheeks and Co./Sassy Chic Salons, 6045 Monona Drive, from the City's Façade Improvement Program, was carried.

Finance Director Houtakker provided information on Resolution 16-6-2104 Providing for the Issuance of \$1,811,350 Taxable Tax Increment Project Revenue Bond (TID No. 9). This will authorize work to begin with Monona State Bank to purchase the Inland Lake buildings. The purchase price is reduced by what has been paid in options. Interest rates, anticipated at 2% to 3%, will be presented at the next meeting. This will be taxable so will not affect the City's debt limit capacity. It will roll into a larger note depending upon when a developer is found. \$4.95 million has been borrowed so far for the entire Riverfront project. City Planner looked up the assessed value of the land for each parcel, which totaled \$568,000. The purchase price is higher because it is a viable business.

A motion by Alder Wood, seconded by Alder Busse to approve Resolution 16-6-2104 Providing for the Issuance of \$1,811,350 Taxable Tax Increment Project Revenue Bond (TID No. 9). On a roll call vote, all members voted in favor of the motion.

Public Works Director Stephany requests that \$12,500 be moved from the street epoxy account to the street maintenance account. This will fund work in addition to the micro-surfacing. Infrared seamless

patching involves heating the asphalt to rejuvenate it, removing some and replacing some with additional material.

A motion by Alder Wood, seconded by Alder Busse to approve Resolution 16-6-2103 Amending the 2016 Capital Budget to Complete Additional Street Repair and Maintenance, was carried.

City Administrator Little began Discussion of Recodification Section Proposals from Finance Director and City Administrator. The editorial and legal analysis by General Code was given to Department Heads for review. Grammatical and statute reference changes were made. Fees have been pulled out into a separate document which saves on charges for future changes. The City Attorney reviewed the changes and he is comfortable with adopting statutes unless the Council wants to deviate from them.

Members discussed changes. The effective date of new committee members should be standardized to begin at the Organizational meeting, the third Tuesday of April. City Planner Reichertz stated the Advisory Economic Development and Environmental Committees should remain in the Ordinance to give the Plan Commission the option to form them as needed. Redundancy was discussed; the decision was to retain them. City Administrator Little discussed the number of committee members, particularly the Sustainability Committee. An odd number of members is preferable or a non-voting Chair; consistency will be checked in terms of whether the Chair votes only in cases of a tie. Committee versus Commission was discussed. Committees are not required by statute, but commissions are. The Public Safety Commission will change to a committee.

Gender specific language will be updated throughout. Chapter 79 needs City Attorney review and he will do a presentation for Finance & Personnel Committee review. Special meetings sections are needed so members who don't attend can't claim they didn't know about it or claim that action can't be taken. Job titles and positions need to be updated and added either in the Ordinance or Policy Manual. Members agree that for consistency they should all be in the Ordinance. Alder Wood suggested language such as, "...or as the City Council adopts from time to time" be added. City Administrator Little reported language will be changed indicating the Building Inspector is the "Health Officer" in terms of water shut-off inspections and determining habitability of dwellings. The City Council cannot confirm appointment of the Library Director so that phrase was deleted. Finance Director Houtakker reported he still needs to correct his sections and will review them at the next meeting.

Mayor Miller began Discussion of Term Limits for Citizen Committee Members. A citizen brought to his attention the lack of gender balance in committee memberships. He is so grateful to those who serve on committees without a lot of fanfare that he didn't realize most are men. Because there is long-term service without a lot of turnover, the committees remain staffed mostly by men. He requests discussion about whether a maximum number of terms can or should be set. WVMO and Nextdoor Monona are great options to use to recruit new members.

Alder Wood stated that while there isn't a lot of turnover, even though some members should consider stepping down, there is great value in their history, experience, and knowledge. The Mayor can re-appoint at his or her discretion. There should be more diversity in ethnicity and race as well as gender. If there is a term limit, he suggested ten years, and then they can return after a year off. It is not that easy to find new members. Mayor Miller looked into how the City of Madison handles this.

Alder Busse agrees there is a need for diversity. There needs to be better marketing as vacancies seem to be filled with acquaintances of members. Sign-up sheets could be available at community events and at the Library. Mayor Miller stated the Media Coordinator and City Administrator could do PSAs on committee and job openings. City Administrator Little reported Tomah tried term limits and were

accused of discrimination. The best committees are a mix of ages and experience. Mayor Miller stated he has now been made aware of the issue. He is not anxious to make big changes but is in favor of the marketing ideas presented. He wants any announcements to state the City requires a formal application, available in fillable form on the City's website, and has an approval process. He does ask the committee Chairperson and the Council about any of his appointments.

Finance Director Houtakker reviewed recent Accounts Payables and he and Public Works Director Stephany answered member's questions. The entry feature sails were cleaned but they have stains that can't all be removed. The white material is the problem; a different color may be considered in the future.

A motion by Alder Busse, seconded by Alder Wood to approve Acceptance of General Fund Accounts Payable Checks Dated May 13 through June 2, 2016, was carried.

ADJOURNMENT

A motion by Alder Wood, seconded by Alder Busse to adjourn, was carried. (7:27 p.m.)

Joan Andrusz
City Clerk