

FINANCE AND PERSONNEL COMMITTEE MINUTES  
March 18, 2019

The regular meeting of the Finance and Personnel Committee for the City of Monona was called to order by Mayor O'Connor at 6:02 p.m.

Present: Mayor Mary K. O'Connor and Alderpersons Andrew Kitslaar and Doug Wood

Also Present: City Administrator Bryan Gadow, City Attorney William Cole, Finance Director Marc Houtakker, Financial Consultant Jeff Belongia from Hutchinson, Shockey, Erley & Co., Police Chief Walter Ostrenga, and City Clerk Joan Andrusz

APPROVAL OF MINUTES

A motion by Alder Wood, seconded by Alder Kitslaar to approve the Minutes of the March 4, 2019 Finance & Personnel Committee meeting, was carried.

APPEARANCES

There were no Appearances.

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS

Finance Director Houtakker reported action at the last meeting authorized Financial Consultant Jeff Belongia to negotiate with bond holders for the 2019 Capital Budget borrowing, TIF, and settlement funds. Mr. Belongia reported the City's Standard & Poor's credit rating remains AA+ for this borrowing and underlying debt. This allows the City to compete at the highest levels. Included funds, sales comparison municipal borrowings, and financial trends were reviewed. The \$6 million will be paid off with interest at 2.582% over 9 years.

A motion by Alder Kitslaar, seconded by Alder Wood to approve Resolution 19-3-2336 Authorizing the Issuance and Sale of \$6,000,000 General Obligation Promissory Notes, Series 2019A. On a roll call vote, all members voted in favor of the motion.

Police Chief Ostrenga reported the Department is part of a technology group with area municipalities. The records management system has to be replaced to meet a federal mandate. Research was done to find the best option, which is also the least expensive. The City's portion is just over \$40,000; half will be paid in 2019 and the other half in 2020. If the proposal can be signed and submitted by April 1 the group gets a \$40,000 discount, plus will save paying the current provider. The discount and training are included in the costs. The server is housed in Fitchburg. The system is for field-based usage; errors are caught as entry is done.

A motion by Alder Kitslaar, seconded by Alder Wood to approve Resolution 19-3-2334 Approving a Proposal for Replacement of the Police Records Management System. On a roll call vote, all members voted in favor of the motion.

Police Chief Ostrenga reported two Police vehicles will be replaced with hybrid models in a state bid purchase through Ewald Automotive. Fuel savings were reviewed; when idling the vehicles uses electric, then switches to gas when needed. The Ford Fusion can do short bursts of high speed.

A motion by Alder Wood, seconded by Alder Kitslaar to approve Resolution 19-3-2335 Purchase Approval of Two Police Vehicles. On a roll call vote, all members voted in favor of the motion. On a roll call vote, all members voted in favor of the motion.

City Administrator Gadow reported the CDA is reviewing a potential mixed-use redevelopment. Tonight's action would be the first step to authorize staff to begin the process of TIF creation. Boundaries are not set yet; the map is preliminary. The time line was reviewed.

A motion by Alder Kitslaar, seconded by Alder Wood to approve Resolution 19-3-2339 Initiating Planning for Creation of Tax Increment District #10. On a roll call vote, all members voted in favor of the motion.

City Administrator Gadow began Discussion and Update on Riverfront Park and Ice Rink. He, along with Recreation Director Jake Anderson, Finance Director Houtakker, and Mayor O'Connor worked on the rejected DNR grant application. Two senators haven't changed their minds yet. The challenge is there are obligations with contracts in place to start work on the concession stand, which is not TIF eligible. Delay could cause cost increases and possible penalties. 2019 CIP or other funds could be used. Tree replacement, Outlet Mound management plan, pool pump, and other projects that could be held off were listed.

Finance Director Houtakker reported a lot of the Fund Balance is being used this year; he estimated it will be at 22% with what is already planned. There is not a lot of leftover funds from projects; this would have to come from the Fund Balance. Alder Wood expressed concern about holding off on swimming pool work; the pool is old. Alder Kitslaar stated he needs more information but trusts Recreation Director Anderson to fight for what is needed. The budget was reviewed and ice rink funding discussed. City Attorney Cole stated permanent structures aren't TIF eligible. If the ice rink is removable, it is equipment, not a structure, so would be TIF eligible. Mayor O'Connor reported financing needs to be researched; Finance Director Houtakker stated it could be added to an upcoming developer's agreement.

A motion by Alder Wood, seconded by Alder Kitslaar to Convene in Closed Session under Wisconsin Statute Section 19.85(1)(e), Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (City Facilities Solar Panels Contract) and section 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (Hiring of City Planner/Assistant Economic Development Director). On a roll call vote, all members voted in favor of the motion.

Upon reconvening in Open Session:

A motion by Alder Wood, seconded by Alder Kitslaar to approve Resolution 19-3-2340 Approving an Employment Agreement for the Position of City Planner/Assistant Economic Development Director, was carried.

Finance Director Houtakker reviewed recent Accounts Payables and answered member's questions.

A motion by Alder Kitslaar, seconded by Alder Wood to accept the General Fund Accounts Payable Checks Dated March 1 through March 13, 2019, was carried.

A motion by Alder Kitslaar, seconded by Alder Wood to adjourn, was carried. (6:55 p.m.)

Joan Andrusz  
City Clerk