

FINANCE AND PERSONNEL COMMITTEE MINUTES
September 8, 2020

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

Present: Mayor Mary K. O'Connor and Alderpersons Kathy Thomas and Doug Wood

Also Present: City Administrator Bryan Gadow, Finance Director Marc Houtakker, Public Works Director Dan Stephany, Incoming Fire Chief Jeremy McMullen, and City Clerk Joan Andrusz

APPROVAL OF MINUTES

A motion by Alder Thomas, seconded by Alder Wood to approve the Minutes of the August 17, 2020 Finance & Personnel Committee meeting, was carried.

APPEARANCES AND UNFINISHED BUSINESS

There were no Appearances or Unfinished Business.

NEW BUSINESS

Agenda items were re-ordered to accommodate Financial Consultant Jim Miller's arrival.

City Administrator Gadow reported the CDA has reviewed and approved all of the three following actions. The Joint Review Board had one meeting and will have a second after City Council approval. The following will remove 7 under-performing properties from TIF 5 (Garden Circle).

A motion by Alder Thomas, seconded by Alder Wood to approve Resolution 20-9-2434 Amending the Boundary of Tax Increment District No. 5, was carried.

City Administrator Gadow reported the following will use excess increment funds from TIF 6 (Health Clinics) to allocate funds to TIFs 4, 5, and 9.

A motion by Alder Wood, seconded by Alder Thomas to approve Resolution 20-9-2435 Approving an Allocation Amendment of Tax Increment District No. 6, was carried.

City Administrator Gadow reported the following is for TIF 8 (Treysta) to donate to TIFs 4, 5, and 9.

A motion by Alder Wood, seconded by Alder Thomas to approve Resolution 20-9-2436 Approving an Allocation Amendment of Tax Increment District No. 8, was carried.

Public Works Director Stephany reported the Public Works Committee approved the low bid of the two received for the following project. He is asking for one reading by the Council tonight. The timeline for the project is to finish by December 31, but asphalt plants close in late October or early November.

Alder Thomas briefly lost connection to the meeting.

A motion by Alder Wood, seconded by Alder Thomas to approve Resolution 20-9-2432 Award of Bid for the Capital City Bike Trail Connection Project. On a roll call vote, all members voted in favor of the motion.

City Administrator Gadow reviewed the Fire Chief hiring process. Mr. McMullen will begin on October 1 contingent upon review of a City of Madison background check. Mr. McMullen introduced himself. He lives in Deerfield and has been a Paramedic/EMT with Madison since 2006. After 18 years there, he saw a good opportunity in Monona. Mayor O'Connor stated Mr. McMullen does know Acting Fire Chief Dan Eklof and others in the Department. Alder Wood welcomed Mr. McMullen.

A motion by Alder Wood, seconded by Mayor O'Connor to approve Resolution 20-9-2433 Approving an Employment Agreement for the Position of Fire Chief/EMS Director, was carried.

Finance Director Houtakker reported the Financial Consultant will be at tonight's Council meeting. The following is a taxable refinancing for the TIF amendments. TIF 6 will pay off TIF 5 and portions of TIFs 4 and 9. The incredible interest rate of approximately 1.6% will save a lot of costs.

A motion by Alder Wood, seconded by Mayor O'Connor to approve Resolution 20-9-2431 Authorizing the Issuance and Sale of \$4,725,000 Taxable General Obligation Refunding Bonds, Series 2020C. On a roll call vote, all members voted in favor of the motion.

Alder Thomas rejoined the meeting.

Finance Director Houtakker provided the Financial Report through July 31, 2020, reviewing components of the \$150,000 projected shortfall. Building permits help make up for some COVID-19 related revenue losses. Boat launch revenue is up. The School Resource Officer contract expired June 30; the School Board will meet tomorrow to make a decision. Recreation Department, swimming pool, Community Center, and Senior Center revenue losses were reviewed. EMS collections are of concern because most calls are for lower-paying Medicare and Medicaid patients. There are savings in a Firefighter's salary because he is being paid by the National Guard. Air BNB revenues are up but hotel tax is down. City Administrator Gadow explained the Air BNB entity collects funds and gives the City a gross amount but no detail is provided on how many there are. Finance Director Houtakker stated the CARES Act does reimburse some lost revenues and the Fund Balance will cover the rest of the losses.

Finance Director Houtakker reviewed recent Accounts Payables and he and Public Works Director Stephany answered member's questions.

A motion by Alder Thomas, seconded by Alder Wood to Accept General Fund Accounts Payable Checks Dated August 14, 2020 through September 3, 2020, was carried.

A motion by Alder Thomas, seconded by Alder Wood to adjourn, was carried. (6:42 p.m.)

Joan Andrusz
City Clerk