

FINANCE AND PERSONNEL COMMITTEE MINUTES  
April 4, 2011

The regular meeting of the Finance and Personnel Committee for the City of Monona was called to order by Mayor Kahl at 5:30 p.m.

Present: Mayor Robb Kahl, Aldermen Douglas Wood and Jeffrey Wiswell (arrived later)

Also Present: City Administrator Patrick Marsh, Finance Director Marc Houtakker, Recreation Director Jake Anderson, Fire Chief Scott Sullivan, and City Clerk Joan Andrusz (arrived later)

APPROVAL OF MINUTES

A motion by Alderman Wood, seconded by Mayor Kahl to approve the minutes of March 21, 2011, was carried.

APPEARANCES

There were no Appearances.

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS

Recreation Director Anderson provided information on the following Resolution.

A motion by Alderman Wood, seconded by Alderman Wiswell to approve Resolution 11-04-1767 Award of Contract for 2011 Maywood Park Pedestrian Trails, was carried.

Members agreed to reduce the amount on the following Resolution by \$250,000 for Belle Isle dredging, because that part of the project might not be done.

A motion by Alderman Wood, seconded by Alderman Wiswell to approve Resolution 11-04-1768 Providing for the Sale of \$1,785,000 General Obligation Promissory Notes, was carried.

Finance Director Houtakker reported the following Resolution is re-financing a 2008 short term borrowing to long term. The new interest rate is unknown but will be close to the current 3.8% and will be for 15 years. It is due May 1 and the issuance cost is \$15,000.

A motion by Alderman Wiswell, seconded by Alderman Wood to approve Resolution 11-04-1772 Providing for the Sale of \$2,200,000 Water System Revenue Bonds, was carried.

Recreation Director Anderson provided information on the following Resolution. This has been in the Capital Budget since 2008 and was held until a master site plan was complete. The new design is for the restroom only, includes elements in keeping with the 25 x 25 energy plan, and will last 30 to 50 years. The shelter remodeling will be a future project. Funding will be from transferring funds from other projects.

A motion by Alderman Wood, seconded by Alderman Wiswell to approve Resolution 11-04-1769 Capital Transfer Request for 2011 Winnequah Firemen's Park Shelter Restroom, was carried.

Fire Chief Sullivan reported the following Resolution replaces out-dated equipment. In-house demonstrations were done by two of the three main manufacturers and staff chose the higher of two bids, which had more options and included two additional batteries that cost \$300 each. This equipment is used by area municipalities so mutual aid will be facilitated. A joint purchase with the Towns of Madison and Blooming Grove saved \$1,000 for each machine.

A motion by Alderman Wiswell, seconded by Alderman Wood to approve Resolution 11-04-1770 Purchase Approval of Zoll "E" Series Manual Defibrillator, was carried.

City Administrator Marsh and Finance Director Houtakker provided corrections and reviewed major changes in the five-year Capital Improvement Plan with cuts to the Capital Budget totaling \$2.8 million. Mayor Kahl reported on the process of reviewing staff recommendations and moving projects back. Consideration was given for Public Works Department workload and borrowing load, keeping that to 6.6%. Staff answered questions.

A motion by Alderman Wood, seconded by Alderman Wiswell to approve Resolution 11-04-1771 Approval of 2012-2016 Capital Improvements Program, was carried.

Finance Director Houtakker answered member's questions on Accounts Payables. Recreation Director Anderson reported the baseball diamond groomer was needed so staff won't have to drive machinery on busy public roads.

A motion by Alderman Wood, seconded by Alderman Wiswell to accept the General Fund Accounts Payable Checks Dated March 18 through March 31, 2011, was carried.

#### MISCELLANEOUS BUSINESS

Finance Director Houtakker began Discussion of Budget Impacts Beginning in 2012, stating \$224,000 will be cut. General Transportation Aids are still unknown, so the report contains a projected amount. The City's increased street work may result in higher funding. Revenue decreases and expense increases were reviewed. A recycling fund cut is assumed, but may not occur.

#### ADJOURNMENT

A motion by Alderman Wiswell, seconded by Alderman Wood to adjourn, was carried. (6:27 p.m.)

Joan Andrusz  
City Clerk