

## FINANCE COMMITTEE MEETING MINUTES

March 29, 2016 – 6:00 p.m.

Council Chambers, Public Safety Building

### **Present:**

Chairperson Christianson, Alderperson Jenson, Alderperson O'Connor and Mayor Donna Olson

### **Others Present:**

Finance Director Laurie Sullivan, Planning Director Rodney Scheel, and Police Chief Greg Leck

### **Absent and Excused:**

Alderperson Swadley

### **Call to order:**

Finance Chair Christianson called the meeting to order at 6:20 p.m.

### **Communications:**

Finance Director Sullivan shared that the audit was complete and that the financial statement will be available in mid April.

### **Reports / Contingency:**

No action taken

### **Finance Committee Minutes of March 8, 2016:**

Motion by Jenson to approve the Finance Committee minutes of March 8, 2016, second by O'Connor. Motion carried unanimously 4-0.

### **Preliminary resolution declaring intent to exercise special assessment powers for 2016**

Planning Director Scheel explained that this Resolution would start the engineering process for the upcoming street improvements project. Motion by O'Connor, to approve the resolution and to move forward to Council, second by Christianson. Motion carried unanimously 4-0.

### **Authorizing and directing the proper City official(s) to enter into an agreement with Vandewalle & Associates, Inc. to update the City's Comprehensive Plan**

Planning Director Scheel noted that the City had used this firm before and requested that the City continue to use them to update the City's Comprehensive Plan. Motion by Jenson, to approve the resolution and to move forward to Council, second by O'Connor. Motion carried unanimously 4-0.

### **Amending the Storm Water Utility Budget, accepting a Wisconsin Department of Natural Resources (DNR) Grant for Stormwater Management Planning and Modeling and authorizing the City to engage the services of our consulting engineer for this project**

Planning Director Scheel explained that the City did receive a grant for this project, but that the grant amount did not completely cover the costs. He further explained that the Storm Water Utility Budget would need to be amended to allow an additional \$18,000 to

be used to cover the remaining costs. Motion by O'Connor, to approve the resolution and to move forward to Council, second by Jenson. Motion carried 4-0.

**Amending the Police Dispatch Remodeling Budget and Authorizing and directing the proper City official(s) to enter into an agreement with Joe Daniels Construction for the 2016 Police Dispatch Remodeling Project**

Planning Director Scheel discussed that the Police Dispatch Center remodel project had been bid out last year, but couldn't be started due to budgetary restraints. Police Chief Greg Leck explained that in order for the remodel to occur, the City would need to add an additional \$71,000 to the project. Planning Director Scheel noted that this money would come from the budgeted costs for the Gjertson Street project that was planned for 2016. After reviewing the conditions of Gjertson Street, Scheel determined that more work than originally thought is needed to properly complete it and that the project would have to wait until 2017. Motion by Jenson, to approve the resolution and to move forward to Council, second by O'Connor. Motion carried 4-0.

**Future Agenda Items:**

- Retiree Reserve Fund
- Bat Mitigation (Spring 2016)
- Discussion regarding redundant services/programs within the current City/Utility structure

**Adjournment**

Motion by O'Connor to adjourn the meeting of the Finance Committee, second by Jenson. Motion carried unanimously 4-0. The Finance Committee meeting adjourned at 6:37p.m.