

FINANCE COMMITTEE MEETING MINUTES  
November 28, 2017 – 6:00 p.m.  
Council Chambers, Public Safety Building

**Present:**

Chairperson Pat O'Connor, Tom Majewski, Lisa Reeves, Tim Swadley and Mayor Olson

**Others Present:**

Finance Director LaBorde, Planning Director Scheel, and Karl Schulte-GM Running Inc.

**Absent and Excused:**

None

**Call to order:**

Chairperson O'Connor called the meeting to order at 6:00 p.m.

**Communications:**

Finance Director LaBorde noted that the City has been working with the County related to tax bills. Tax bills should be out mid-December.

Director Scheel provided an update regarding the McFarland Bank proposal. The Board of the Bank determined that they would like the lot to be used for a public purpose. They forwarded the estimate for the building demolition. The intent right now is to building a parking lot. Swadley stated that he would like more information related to the condition of the building if it were to be used for something; what repairs and maintenance issues needed for the building. Mayor Olson noted that there is the potential of a new roof being needed. Director Scheel suggested that a Building Condition report be solicited; however, the consultant would need to know what the final use of the building would be. Swadley noted that he has concerns about borrowing for demolition and construction of a parking lot at approximately \$500,000. He noted that it's possible if the parking is needed for the Opera House and the downtown, but that is one option. He would like it on the next agenda in order to discuss.

**Reports:**

None.

**Approval of the November 14, 2017 Finance Committee Minutes:**

Motion by Majewski, to approve the November 14, 2017 Finance Committee Meeting minutes, second by Swadley. Motion carried 5-0.

**Discussion and Action Regarding Shared Ride Taxi RFP:**

Finance Director LaBorde reviewed the next step in the evaluation process. The Evaluation Committee reviewed each proposal, the various factors, and a summary of the items which helped determine the rating that was given. The Committee determined that F.D.S. Enterprises would receive the following score: Factor One-16, Factor Two-21, and Factor Three-21 for a total of 58 points. Running Inc. would receive the

following score: Factor One-19, Factor Two-25, and Factor Three-25 for a total of 69 points. Director LaBorde opened the pricing proposals which had remained sealed. The total pricing for F.D.S. was 128.93 and for Running was 151.56 – F.D.S. received 30 points for the lowest pricing, and Running received 24 points for the second lowest pricing. The total points for F.D.S. is 88 (Overall ranking #2) and total points for Running is 93 (Overall ranking #1). The Evaluation Committee unanimously recommended the contract be awarded to Running Inc. Director LaBorde will provide all of the necessary documentation to the Department of Transportation to get their approval prior to officially awarding the contract on December 12, 2017.

**Discussion and possible action regarding Requests to Carryover Funds from 2017 to 2018:**

Finance Director LaBorde noted that she has received two requests to transfer funds and has a few more departments to confirm prior to providing a final resolution. At this point IT is recommending the carryover of \$83,006 of the purchase of hardware and DPW is recommending the carryover of \$14,000 for tree cutting contracting. She will bring this item back to the Finance committee on December 12<sup>th</sup>. No action taken.

**Future Agenda Items**

Debt Management Policy

McFarland State Bank Donation

**Adjournment**

Motion by Reeves, to adjourn the November 28, 2017 meeting of the Finance Committee, second by Majewski. Motion carried 5-0. The meeting of the Finance Committee adjourned at 6:42 p.m.