

## FINANCE AND PERSONNEL COMMITTEE MINUTES

March 7, 2011

The regular meeting of the Finance and Personnel Committee for the City of Monona was called to order by Mayor Kahl at 6:35 p.m.

Present: Mayor Robb Kahl, Aldermen Jeffrey Wiswell and Douglas Wood

Also Present: City Administrator Patrick Marsh, Finance Director Marc Houtakker, and City Clerk Joan Andrusz

### APPROVAL OF MINUTES

A motion by Alderman Wiswell, seconded by Alderman Wood to approve the minutes of February 21, 2011, was carried.

### APPEARANCES

There were no Appearances.

### NEW BUSINESS

The following items were moved forward in the Agenda.

City Administrator Marsh reported three firms submitted proposals and were interviewed regarding the facility/space study by the ad hoc committee. The unanimous choice was Bray Architects even before the costs were known, and their proposal was the lowest. Alderman Wood reported Bray had an organized system for doing the work and an excellent presentation. Discussion followed.

A motion by Alderman Wood, seconded by Alderman Wiswell to approve Resolution 11-03-1762 Approval of Contract with Bray Architects for Space Utilization and Facilities Study, was carried.

A motion by Alderman Wood, seconded by Mayor Kahl to approve Resolution 11-03-1763 Budget Amendment Designating American Transmission Company Funds, was carried.

Mayor Kahl proposed using the lump sum ATC funds to offset the Belle Isle project borrowing (which would meet the environmental work requirement), and the annual payment for the Renew Monona Loan Program. Current applications for the program are due April 15 and there are no funds to replace the \$48,800 now available until the loans are paid back in ten years.

Figures on the Resolution were adjusted by the PSC to \$342,623 for the lump sum and \$41,115 for the annual payment. Members discussed other uses of the annual payment. City Administrator Marsh reported the City has 60 days to disperse the funds.

A motion by Alderman Wiswell, seconded by Alderman Wood to approve Resolution 11-03-1763 Budget Amendment Designating American Transmission Company Funds, amended with new dollar amounts, the last "Be it further resolved" paragraph stricken, and the Resolution returned for consideration after passage of the State budget or by June 30<sup>th</sup>, was carried.

Finance Director Houtakker began Discussion of Impact of Proposed Budget Repair Legislation to City Employees. Funding cuts include \$47,000 for the recycling grant and \$77,000 in State shared revenue funds, which were cut in half. The amount cut from General Transportation Aids is unknown, but the maximum, 10%, would be \$61,000. This figure is based on a 6 year rolling average and the last 3 years of large street projects. Because of City projects, including Monona Drive, this will be lower. The total of cuts is \$185,000.

Non-represented employees are the only staff subject to the bill in 2011 and 2012, as the various union contracts are in place through 2012, 2013, and 2014. The retirement provision will return \$58,000 to the fund balance. Health insurance will not be subject to the bill as the City does not participate in the State plan. This may be researched for future consideration, but the State plan will be changed and won't be as desirable as it is currently.

The planned carryover of the unused levy limit, \$140,000, is no longer allowed. There is a 0% levy limit or new construction, which will be \$2.6 million due to the MSP project. The Library maintenance of effort, which meant funding couldn't be cut lower than the average expenses of the last three years, is no longer in effect.

The end result is the City will have to find \$250,000 to balance the budget.

#### UNFINISHED BUSINESS

A motion by Alderman Wood, seconded by Alderman Wiswell to Convene in Closed Session under Wisconsin Statute section 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (Monona Drive Phase II Land Acquisition); 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 (City Attorney Contract Renewal, Public Works Director Employment Contract); section 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved (Claim of Georgian Springen). On a roll call vote, all members voted in favor of the motion.

Upon reconvening in Open Session:

A motion by Alderman Wiswell, seconded by Alderman Wood to approve Resolution 11-02-1755 Authorizing the Approval of Final Offers for Monona Drive Phase II Land Acquisitions as discussed in Closed Session, was carried.

#### NEW BUSINESS

A motion by Alderman Wood, seconded by Alderman Wiswell to approve Resolution 11-03-1757 Approval of Contract Renewal for City Attorney William S. Cole, was carried.

A motion by Alderman Wood, seconded by Alderman Wiswell to approve Resolution 11-03-1758 Approval of Employment Contract for Public Works Director, was carried.

A motion by Alderman Wood, seconded by Alderman Wiswell to accept the General Fund Accounts Payable Checks Dated February 18 through March 3, 2011, was carried.

#### MISCELLANEOUS BUSINESS

Finance Director Houtakker reported there are still adjustments to be made but there is an \$80,000 surplus in the 2010 budget due to lease negotiations. Due to time constraints, he will provide a 2010 Year-End Financial Report at the next meeting.

#### ADJOURNMENT

A motion by Alderman Wiswell, seconded by Alderman Wood to adjourn, was carried. (7:30 p.m.)

Joan Andrusz  
City Clerk