

FINANCE AND PERSONNEL COMMITTEE MINUTES  
August 30, 2010

The regular meeting of the Finance and Personnel Committee for the City of Monona was called to order by Mayor Kahl at 6:40 p.m.

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

Also Present: City Administrator Patrick Marsh, Finance Director Marc Houtakker, City Planner Paul Kachelmeier, Kevin Vance of Taco John's, John Veserat of Village Pedaler, and City Clerk Joan Andrusz

APPROVAL OF MINUTES

A motion by Alderman Wood, seconded by Alderman Wiswell, to approve the minutes of August 16, 2010, was carried.

APPEARANCES

There were no Appearances.

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS

City Planner Kachelmeier distributed the Façade Improvement Program brochure and application for member's information. Mr. Vance described the plans for façade improvements at Taco John's. While changes are required by his franchise agreement, he will be upgrading the appearance to coordinate with the Monona Drive project including stone on the building and sign base. Mr. Vance has a budget of \$44,000 and is asking for the full \$10,000 maximum, and would like to finish the project by this fall.

Members asked questions and discussed this franchise's requirement for changes within 1 ½ years, and that it will be the business owner's out-of-pocket expense. While the program was intended for businesses that need improvement, the City doesn't want to penalize those that are well-kept. The TIF fund "but for" test was applied: would this improvement and this timeline be achieved without the extra funds?

A motion by Alderman Wood, seconded by Mayor Kahl to approve a Façade Improvement Program request for Taco John's in the amount of \$7,500, provided the same plan is used as approved by the Plan Commission, with completion this fall, was carried. Alderman Wiswell voted against the motion.

City Planner Kachelmeier and Mr. Veserat provided information on improvements that have been made to the Village Pedaler's appearance. The Façade Improvement Program application is for signage for the building.

A motion by Alderman Wood, seconded by Mayor Kahl to approve a Façade Improvement Program request for the Village Pedaler in an amount not to exceed \$3,100 for building signs as described in the application, contingent upon Plan Commission approval, was carried. Alderman Wiswell voted against the motion.

City Administrator Marsh provided information on the 17 applications the CDA considered for the "Renew Monona" loan program. The applications were ranked and the CDA recommends City Council approval for the top four projects totaling \$34,550 in loans, with total improvements of \$94,000. Discussion followed. Applications will be taken again in early December to mid-January for spring construction.

Finance Director Houtakker explained the exact dollar amount available will be determined after the mil rate is received the first week of December. \$125,000 was assumed available, but only \$40,000 was actually available because TIF 3 was overvalued. This is calculated using the equalized value, which was undervalued in 2009 by \$3 million and is caught up the following year.

A motion by Alderman Wiswell, seconded by Alderman Wood to approve Resolution 10-08-1722 Approval of CDA Recommendations for "Renew Monona" Program Loans, was carried.

City Administrator Marsh provided information on demolition of 608 Clear Spring Court. Homburg Contractors, Inc. was the lowest bidder once the alternate items proposed were removed. A summary of the process of declaring this property a nuisance will be provided to the City Council. This is a safety issue, and has been through the courts, asbestos has been removed, and doors are locked to keep people out. The City will be reimbursed for any expenses.

A motion by Alderman Wiswell, seconded by Mayor Kahl to approve Resolution 10-08-1723 Award of Contract for Demolition at 608 Clear Spring Court, was carried.

Finance Director Houtakker reviewed Accounts Payables, answering member's questions.

A motion by Alderman Wiswell, seconded by Alderman Wood to accept General Fund Accounts Payable Checks Dated July 16 through August 26, 2010, was carried.

#### MISCELLANEOUS BUSINESS

Alderman Wood provided information on other municipality's websites that show options for improvements over the City's current website.

#### ADJOURNMENT

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

Joan Andrusz  
City Clerk