

FINANCE AND PERSONNEL COMMITTEE MINUTES  
September 6, 2011

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

Present: Mayor Robert Miller, Aldermen Jim Busse and Douglas Wood

Also Present: City Administrator Patrick Marsh, Finance Director Marc Houtakker, City Attorney William Cole, Recreation Director Jake Anderson, Public Works Director Dan Stephany, and City Clerk Joan Andrusz

APPROVAL OF MINUTES

A motion by Alderman Wood, seconded by Alderman Busse to approve the minutes of August 15, 2011, was carried.

APPEARANCES

Heather A. Stroess, 5011 Winnequah Road appeared before the Committee requesting consideration of her grievance be tabled until the next meeting.

UNFINISHED BUSINESS

Mayor Miller and members agree there is no need for a Closed Session.

Alderman Busse stated Ms. Stroess needs time to assemble witnesses. Ms. Stroess states she will have up to ten or eleven. Mayor Miller estimates two hours would be required. Members will check calendars as the next meeting is the Committee of the Whole. Ms. Stroess asks City Administrator Marsh for at least one week notice prior to the meeting.

A motion by Alderman Busse, seconded by Alderman Wood to table Consideration of Grievance of Heather A. Stroess to a future date, was carried.

NEW BUSINESS

Public Works Director Stephany contacted the former Belle Isle dredging project coordinator and reviewed the engineer report regarding frontage of odd shaped lots which will require further review. Alderman Wood stated this should be done like street projects. City Attorney Cole stated there could be deviation from the Ordinance, but there should be clear reasons.

Public Works Director Stephany stated lake and channel lots will be reviewed. Properties will be assessed only for what's dredged. Finance Director Houtakker reported street assessments will be out by October 1 after the project is complete. Payment won't be due until next year's taxes. The street project will be on the 2012 tax bill and the dredging will be on the 2013 tax bill. City Administrator Marsh stated dredging can't be done in spring due to spawning or summer due to boat traffic.

No was action taken on Resolution 11-09-1800 Award of Contract for Belle Isle Dredging Project. It will be considered by the City Council.

Finance Director Houtakker reported if dredging is approved for 2011, funds will need to be borrowed as project funds were used on the road project. If the project is done in 2012, a separate borrowing is not needed from the Capital Budget borrowing. The stormwater utility would pay along with special assessments. There has been no rate increase since the beginning and is not needed now, but may be raised for future large projects besides Monona Drive which is split with Madison. City Administrator Marsh stated the City is responsible for 25% of the retention basin repair work.

Finance Director Houtakker reported usually a 10-year note is paid off in 8 years. The City could go to a 15-year note with higher interest rates. Current rates are 2-3% and 1% is added for administrative costs for special assessments.

No was action taken on Resolution 11-09-1797 Providing for the Sale of \$700,000 General Obligation Promissory Notes, which would have allowed Financial Advisor Jeff Belongia to pursue negotiations. It will be considered by the City Council.

Finance Director Houtakker reported the following Resolution authorizes Financial Advisor Jeff Belongia to start work with bond holders for the TIF 6 clinic projects. Interest is in the 2.5-3% range.

A motion by Alderman Wood, seconded by Alderman Busse to approve Resolution 11-09-1798 Providing for the Sale of \$3,700,000 Taxable General Obligation Promissory Notes, was carried.

Recreation Director Anderson reported all the bids received July 27 for the Fireman's Park restroom were over budget and provided a review of the process and the engineer's estimated costs vs. the actual costs bid. He seeks City Council direction on how to proceed. Suggestions were to remove the solar panels; orient the shelter as it is currently; add a usable shelter to the restroom and keep the existing shelter. Soccer participants need the space. The goal is low maintenance, long lasting, and up to City's standards. A Capital project could use the existing design and be combined with renovations and a new structure, moving the shelter closer to the restroom. Storage and concession space is needed. Bids could be pursued in January to obtain better pricing.

No action was taken on Resolution 11-09-1799 Revising the Proposed 2011 Winnequah Firemen's Park Restroom Project. It will be considered by the City Council.

Finance Director Houtakker reviewed various Accounts Payables expenditures and he and City Administrator Marsh answered member's questions. A report of the Library facilities study will be presented at the next meeting. Finance Director Houtakker will provide a report on fuel and building repair expenditures at the next meeting.

A motion by Alderman Busse, seconded by Mayor Miller to accept the General Fund Accounts Payable Checks Dated August 12 through September 2, 2011, was carried.

#### MISCELLANEOUS BUSINESS

There was no Miscellaneous Business.

#### ADJOURNMENT

A motion by Alderman Busse, seconded by Mayor Miller to adjourn, was carried. (7:25 p.m.)

Joan Andrusz  
City Clerk