

**FINANCE COMMITTEE
JULY 9, 2018 AT 6:00 P.M.
POLICE DEPARTMENT – 933 MICHIGAN AVENUE**

PRESENT: Ald. Phillips, Johnson, Shorr, and Morrow

EXCUSED: Ald. Slowinski

ALSO

PRESENT: C/T Ladick; Mayor Wiza; City Attorney Beveridge; City Clerk Moe; Director Schrader, Ostrowski, Lemke, Beduhn; Asst. Police Chief Zenner; Fire Chief Finn; Ald. Kneebone, McComb, Oberstadt, Dugan, Jennings; HR Jakusz; Supt Laidlaw; Deputy C/T Freeberg; Brandi Makuski; Joe Bachman; Dave Ladick; Tricia Church; Carla Gogin; Armin Nebel

ITEM #1 – PRESENTATION OF 2017 AUDIT REPORT BY BAKER TILLY.

Carla Gogin, Baker Tilly, gave a short presentation of the 2017 audit.

ITEM #2 – DISCUSSION ON THE 2019 CITY BUDGET, PLANNING FOR FUTURE BUDGETS, AND UPDATE ON THE CITY'S BOND RATING.

C/T Ladick provided an update on several financial topics. He explained that the City's bond rating agency has been increasing its estimates of the City's net pension liability, which means that we have to be careful about how much we borrow. He also provided some preliminary information on the 2019 budget, and discussed making budget decisions. The decisions that need to be made include employee compensation versus funding for additional staff, and an across the board approach versus choosing winners and losers. He also touched on additional flexibility projected for the 2020 budget, and the need to plan ahead.

ITEM #3 – REQUEST FOR INTEREST COMPENSATION – SPECIAL ASSESSMENT BILLING ERROR – 432 WEST ST NORTH.

C/T Ladick stated the unique circumstance with this is this individual did pay their taxes late and was charged interest. The amount is comparable to what he is requesting so with that reason, it is sort of an extenuating circumstance.

Motion made by Ald. Johnson, seconded to Ald. Morrow, to approve the refund in the amount of \$29.16 for the interest on the special assessment billing error.

Ayes: All

Nays: None

Motion carried.

ITEM #4 – FUNDING THE COST FOR THE REDEVELOPMENT AUTHORITY OF THE CITY OF STEVENS POINT TO PURCHASE 1013 SECOND STREET AND 1016 THIRD STREET (PARCEL IDS 281240832200418 AND 281240832200414).

Director Ostrowski stated this relates to the Belke properties, both the manufacturing building and the house. He stated they reached an agreement with the Belke estate for \$300,000 and have signed an option to purchase which gives them the ability and timing to go through the process for the actual purchase of the property. This is the authorization for the use of funds from TIF 6 to cover the cost of the purchase, \$300,000 plus closing related costs.

Motion made by Ald. Morrow, seconded by Ald. Johnson, to approve funding the cost for the purchase of 1013 Second Street and 1016 Third Street.

Ayes: All

Nays: None

Motion carried.

ITEM #5 – TRANSFER OF FUNDS FROM TID 5 TO TID 6.

C/T Ladick stated this transfer is needed to fund the purchase of 1013 Second Street and 1016 Third Street. TIF 6 would not have the funds to make that purchase; however TIF 5 does and with the increment sharing arrangement that there is between the two TIFs, they can transfer the \$300,000 from one to the other.

Motion made by Ald. Shorr, seconded by Ald. Morrow, to approve transferring funds from TIF 5 to TIF 6.

Ayes: All Nays: None Motion carried.

ITEM #6 – MASTER SERVICES AGREEMENT – TASK ORDER NO 2 WITH STANTEC CONSULTING SERVICES INC TO PERFORM SERVICES RELATED TO THE BROWNFIELD COMMUNITY-WIDE ASSESSMENT GRANT.

Mayor Wiza stated we received a grant from the EPA for Brownfield Assessment and are now ready to enter into an agreement with Stantec Consulting Services Inc to perform that work so authorization is needed to do so.

Motion made Ald. Johnson, seconded by Ald. Shorr, to approve the Master Services Agreement with Stantec Consulting Services Inc.

Ayes: All Nays: None Motion carried.

ITEM #7 – RUSH FEE FOR SPECIAL ASSESSMENT LETTERS.

Director Ostrowski stated earlier this year the special assessment letters were made more robust and started to include several more Community Development related items, along with some other items and the same things that were included before. It has worked out well as now the buyers are informed if there are pending orders on the house, etc. These letters usually have a turnaround time of about five business days, but there have been some requests for quicker turnaround times. He stated that he feels if they need it sooner than five days, that should warrant an additional fee, as it does go through several offices and does takes time to complete them. He said they are normally \$75 and with the expedited fee, it would have a turnaround time of 3-5 days and would cost double.

Ald. Phillips questioned if these are done on overtime or if other projects get pushed down the road further. Director Ostrowski replied it is not done on overtime. The Clerk's Office receives the request and then sends it out to the departments who are then to complete their specific portion of the form, but if there is a rush, other projects may get pushed back to complete it, which is why he feels it is appropriate to charge double the normal fee.

Clerk Moe stated a concern of his was whether or not we were going to be able to meet these new demands. They went out and talked to the staff that are doing the letters and they all agree that they could handle this.

Ald. Johnson commented if the rush fee is there, the title companies may plan a little bit better to avoid the doubled rush fee. Most of the title companies know about a closing more than 3 days out, so they should plan better.

Motion made by Ald. Johnson, seconded by Ald. Morrow, to approve the rush fee of double the normal fee, for special assessment letters.

Ayes: All Nays: None Motion carried.

ITEM #8 – APPROVAL OF CLAIMS PAID.

The claims were discussed.

Motion made by Ald. Shorr, seconded by Ald. Morrow, to approve the claims paid in the amount of \$3,465.991.86.

Ayes: All Nays: None Motion carried.

The meeting went into recess at 7:13 p.m.

Meeting reconvened at 9:02 p.m.

ITEM #9 – ADJOURN INTO CLOSED SESSION (APPROXIMATELY 7:45 P.M.) PURSUANT TO WISCONSIN STATUTES 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) ON THE FOLLOWING: A. NEGOTIATING THE TERMS OF A DEVELOPMENT AGREEMENT FOR A PROJECT AT 111 DIVISION STREET NORTH (PARCEL IDS 281240829140017 AND 281240829140018). B. NEGOTIATING THE TERMS OF A DEVELOPMENT AGREEMENT FOR A PROJECT LOCATED ON WATER STREET.

Motion made by Ald. Shorr, seconded by Ald. Morrow, to adjourn into closed session at 9:02 P.M.

Roll Call: Ayes: Ald. Phillips, Morrow, Shorr, and Johnson Nays: None Motion carried.

Adjournment in closed session at 9:34 P.M.