

**FINANCE COMMITTEE
SEPTEMBER 13, 2010 AT 6:00 P.M.
LINCOLN CENTER – 1519 WATER STREET**

PRESENT: Alderperson Moore, Molski, Mallison and Brooks

EXCUSED: Alderperson R. Stroik

ALSO

PRESENT: C/T Schlice; Mayor Halverson; City Attorney Molepske; Clerk Moe; Ald. Wiza, Slowinski, Trzebiatowski, O'Meara, M. Stroik, Suomi; Directors Schraeder, Halverson, Morris, Lemke, Ostrowski; Assessor Siebers; Chief Ruder; Deputy C/T Freeberg; Airport Manager Wheeler; Sarah Robinson; Nicole Schulz; Doug Stingle; Mike Phillips; Katherine Williams; Eric Olson; Maury Rice; John Kneer

1. 2009 AUDIT REPORT – DON RAHN, BAKER TILLY.

Don Rahn, partner of Baker-Tilly and in charge of the City of Stevens Point audit, made a brief presentation of the financial status of the City. He noted that the Management Discussion and Analysis is a good place to find a condensed version of the financial information that is located in the audit. This will show assets, revenues and expenses, plus numerous other financial data. He also stated that the City reserves, which are about 62%, show the financial strength of the City, coupled with a debt service level of about 27% (which is slightly higher than last year but still is in a range that the rating agencies consider a significant financial strength) show that Stevens Point has a strong financial balance sheet and they have been maintaining that strength over a number of years. Of all the clients that are in his portfolio, Stevens Point is one of the stronger municipalities.

2. ASSESSOR'S REPORT.

Motion made by Ald. Molski, seconded by Ald. Mallison to approve the report of the Assessor and place it on file.

Ayes: All Nays: None Motion carried.

3. AMERICORP GRANT.

- 1. REQUEST FOR FUNDING LOCAL MATCH.**
- 2. CONSIDERATION OF CONTRACT FOR AMERICORP DIRECTOR.**
- 3. AMERICORP/CITY LEASE OF JACKSON SCHOOL.**

Ald. Moore read C/T Schlices notes stating that the amount of the City's hard match (cash) for the grant is \$34,000. It is recommended that the funding be allocated over the 2010 and 2011 fiscal year, with \$8,500 being allocated for 2010 from contingency and \$25,500 be allocated in the 2011 budget.

Ald. Mallison verified this was for one year and would be brought back at that time.

Mayor Halverson replied that was correct. He also stated that the flexibility we have received

from the School District on this has been outstanding. The School District, along with all of the other matching partners, have stepped up and made this happen. In terms of the performance measurements that are a part of this, they are specifically laid out by Serve Wisconsin, so the performance measurements and the compliance of this program is going to come back under their scrutiny so in terms of being effective, those are going to be measured in terms of the overall mission attainment. In terms of the dollars, it is extremely reasonable considering the impact we are going to have from this new project.

Ald. Moore stated contracts were drafted by the City Attorney and were included in the packet and asked if there was any updates or questions on them.

Ald. Brooks questioned the difference between the contract that was in the packet and the one that was handed out.

City Attorney Molepske stated that they have incorporated the lease into a cooperative agreement between the district and the City whereas it does not refer to the rent, it basically describes a cooperative arrangement whereby they provide the building and we pay the costs necessary to run the building, such as heat, electric, lawn mowing, snow plowing, etc. The contract would go until June 30, 2011, to make it more convenient for the school district, in case they would need the building for school activities in the future.

Ald. Mallison questioned who would be responsible for repair or replacement of things, such as heating and cooling, etc.

City Attorney replied that anything under \$1,000, we would pay for it, anything over \$1,000, the board would pay.

Ald. O'Meara asked for clarification on the contract, paragraph 3 (f), regarding lawn care and snow removal. The contract implies that we will pay the district for these services and he feels that we should do it ourselves rather than pay them for it. He stated it needs to be noted as such in the contract.

Mayor Halverson agreed and stated we would be doing as it would be part of the matching in-kind donations. We need to make it very clear that we are not going to be bound to engage in an outside contract.

The following item is the motion made on item #3 (1).

Motion made by Ald. Mallison, seconded by Ald. Brooks to approve the request for funding the local match, \$34,000, with \$8,500 being allocated for 2010 from contingency and \$25,500 be allocated in the 2011 budget.

Ayes: All Nays: None Motion carried.

The following item is the motion made on item #3 (2).

Motion made by Ald. Brooks, seconded by Ald. Molski to approve the contract for the AmeriCorp Director.

Ald. Molski stated that the contract references the Program Director and also a Program Coordinator and questioned if that is the same person.

Mayor Halverson stated it was.

Ayes: All Nays: None Motion carried.

The following item is the motion made on item #3 (3).

Motion made by Ald. Molski, seconded by Ald. Mallison to approve the City lease of Jackson School for the AmeriCorp program and to also make the contract language clear that we will take care of the care of the grounds ourselves (i.e. snow removal and lawn mowing).

Aye: All Nays: None Motion carried.

4. PURCHASE OF LOT 43 – WHITETAIL TRAIL SUBDIVISION.

C/T Schlice stated this was approved by Plan Commission. Once the purchaser started building they noticed a lot of foot traffic going through this corner and are concerned about the liability. The best we could come up with was for the City to purchase that piece back. The City Attorney has stated it is considerate recreational, so we do not have to worry about liability.

Motion made by Ald. Molski, seconded by Ald. Moore to approve purchasing Lot #43 of Whitetail Trail Subdivision.

Ald. Brooks asked if this land is part of the park.

C/T Schlice stated it is not dedicated park land, it is part of the water easement that goes through the property.

Ayes: All Nays: None Motion carried.

5. RECAP – 32ND BRIGADE WELCOME HOME.

C/T Schlice stated he has had requests on what the final numbers were on the 32nd Brigade Welcome Home. We had a lot of contributors and a lot of support from the community. Sentry Insurance really came out and supported the event with a \$30,000 contribution. There is no action needed, this is just an informational item.

Ald. Wiza thanked Sentry Insurance and wanted some clarification on the amount of their contribution of \$30,005.03 and how it came to be that exact amount.

C/T Schlice stated they covered the balance after all the other contributions.

6. REQUEST FROM DOWNTOWN BUSINESS ASSOCIATION – ANNUAL FUNDING.

Ald. Molski stated with the economy the way it is, she does not think we should increase it at this

time. Maybe approve it for a year and see if the economy gets better, but three years at \$33,000 she believes is not a good idea.

Ald. Brooks questioned how long it has been at \$30,000.

C/T Schlice stated every year for six years.

Ald. Molski questioned what the County gives.

Mayor Halverson stated there is a new competitive process with the County that the new County Executive sets up the Non-County agency process, which is competitive so they have submitted their requests to the County to be in that process.

Ald. Molski questioned if we know what the amount is that they requested from the County.

Sarah Robinson, Downtown Business Association, stated that they have been receiving \$30,000 in the past from the County, two years ago we were dropped to \$15,000 and last year we were dropped to \$13,800, so we did resubmit for the \$30,000 under their new guidelines. We will not know the results of that until the end of September. We get 1/3 from the City (\$30,000) and were getting a 1/3 (\$30,000) from the County, until the cut. She stated they have an annual budget of \$100,000.

Ald. Mallison stated that he thinks an additional \$3,000 is not that much of an increase considering it has been that amount for a long time. Everything increases in time so we had to expect an increase at some time.

C/T Schlice stated it is not an increase, it is for a 3 year commitment of \$30,000.

Ald. Mallison stated the request from the Downtown Business Association was for \$33,000.

C/T Schlice apologized for the incorrect number in his notes.

Motion made by Ald. Molski, seconded by Ald. Brooks to approve the annual funding to the Downtown Business Association for \$30,000 for the next 3 years.

Ayes: All

Nays: None

Motion carried.

7. UPDATE ON PORTAGE COUNTY LIBRARY BOILER REPAIR.

C/T Schlice stated this is just an informational item. Back in December of 2009, the Council voted to replace the boilers, but the County decided to repair them instead.

Ald. Molski asked what will happen if they blow now.

C/T Schlice stated we will have to pay for it as we are responsible for anything over \$2,000.

Ald. Trzebiatowski clarified that we did offer to pay more to get them replaced.

8. FIRE DEPARTMENT OVERTIME.

C/T Schlice stated we are having issues with the overtime. The Police and Fire Commission are addressing the issue and will keep us informed. He wanted the Council to be aware of the problem so they are aware in case of problems in future years. As of right now they are tracking as they should on an overall basis for the total budget.

Ald. Molski asked if this was due to military leave.

C/T Schlice stated that we have one currently in the service, but reminded the Committee that the Council approved two positions over and above the normal staffing to accommodate for the military leaves.

Mayor Halverson stated that the major issues that we are now experiencing is the multiple FMLA issues including both children being born and long-term injuries along with other workman's compensation claims. The overall age of the department has come down, so we are experiencing a lot more child births than we have been used to. These issues have mostly revolved around one crew, making the impact much larger for that crew.

Director Morris stated that each shift, ideally, would have 13 on staff. We have two with 12 and one with 11, but on one shift, we have four absentees, so it was not distributed evenly. They did look into redistributing personnel to balance it and there was never time where it made economic sense because if you take someone off from another shift, then that one would be short. In the long run the two extra bodies will help, we are suppose to be getting three extra bodies on board by January 2012 and that should bring the overtime to zero. They did apply for two Safer Grants, which would bring extra staff, and did not get them, but they are reapplying for one. We are not going to increase the amount of people we allow time off. They are also working with other jurisdictions to ease the overtime also.

Ald. Mallison asked for a quarterly report on the overtime status.

9. ALLOCATION OF LOCAL GRANT MATCH – TRANSIT.

C/T Schlice stated that we did allocate money in prior years but the Transit Department is an enterprise fund and their funds do not roll into fund balance at the end of the year, but rather stays within the department. Basically, we need to allocate the money that has already been allocated in a previous year. It needs to be brought into this years budget as an approval so it goes through all of the audit work. The Transit Department goes through our audit along with the State and Federal audits.

Motion made by Ald. Mallison, seconded by Ald. Brooks to approve allocating the local grant match for Transit.

Ayes: All

Nays: None

Motion carried.

10. APPROVAL OF PAYMENT OF CLAIMS.

Motion made by Ald. Molski, seconded by Ald. Brooks to approve the payment of claims in the amount of \$406,621.00.

The claims were discussed.

Ayes: All Nays: None Motion carried.

Adjournment at 6:41 p.m.