

**FINANCE COMMITTEE
MINUTES
Tuesday, October 11, 2016
City Hall, Room 207**

MEMBERS: Alders Tom De Wane, Tom Sladek, Joe Moore and Mark Steuer

OTHERS PRESENT: Ald. Barb Dorff, Ald. Dave Nennig, Steve Greiner, Diana Ellenbecker, Dawn Foeller, Rick Jensen, Melanie Falk, Lynn Boland, Celestine Jeffreys, Dave Litton, Andrew Smith and others

1. Roll Call. All present (except Ald. Tom DeWane was excused.)
2. Approval of the Agenda.

Motion to approve agenda as presented made by Ald. Tom Sladek; seconded by Ald. Mark Steuer.

3. Approval of the minutes of the Finance Committee meeting of September 13, 2016.

Motion to approve minutes as presented made by Ald. Tom Sladek; seconded by Ald. Mark Steuer.

4. Consideration, with possible action, on the request by the General Water Utility manager to approve a resolution authorizing execution of the Department of Natural Resources Principal Forgiven Financial Assistance Agreement.

Motion to approve resolution made by Ald. Tom Sladek; seconded by Ald. Mark Steuer.

5. Consideration, with possible action, on the request by the Transit Director to transfer \$370,528 from Transit Operating fund (Fund 208) to Transit Capital Fund (Fund 207). This amount is the 20% local share for capital purchases, such as buses and equipment that is required from the city in order to utilize all the federal and state capital grant dollars.

Director Foeller explained that the City levy's for Transit operations each year as do the surrounding communities for our local share of their operations. Transit has had favorable operations driven primarily from the low cost of fuel and has been able to return money back into the Transit Operations fund. Their current fund balance would allow for this transfer.

There was brief discussion on this issue with Ald. Sladek questioning why money is not budgeted for capital pertaining to Transit, knowing monies would be needed from capital; the Transit capital budget was at zero for 2016.

Director Foeller further explained the Transit Director had anticipated a refund of levy dollars for 2015 due to favorable fuel prices which she planned would cover their capital needs.

Motion to approve made by Ald. Tom Sladek; seconded by Ald. Mark Steuer.

6. Report of the Purchasing Manager:

- a. Request approval to purchase a new server for storage of security camera video to Management Concepts, Inc. for \$22,238.

Purchasing Manager, Rick Jensen explained this server is replacing existing that has come to their end of life. The server will have increased capacity to accommodate upgrades to support city wide surveillance cameras, the cameras that are to be replaced in the squad cars, as well as the new cameras to be installed in the interview rooms at the police department. There were three bids and we would like to award the contract to the lowest bidder, Management Concepts.

Motion to approve made by Ald. Tom Sladek; seconded by Mark Steuer.

7. Consideration with possible action on the request by Ald. Joe Moore to dedicate additional excess stadium tax \$163,298.52 to the Revolving Loan Fund in an effort to spur small business growth through this resource.

For informational purposes only, Director Foeller stated the Council had previously passed a resolution that dedicated any additional monies received from the excess sales tax toward capital improvements. Should there be a change; the Council will need to revisit the resolutions.

Ald. Moore spoke to his reasoning for submitting this request. It is his belief this maybe an opportunity to put money to work for the city. There is an opportunity to encourage growth within the city by producing a competitive edge, increase job growth and increase tax revenue by loaning this money out to businesses. He further explained there would need to be caveats such as monies loaned would be of an unforgivable loan nature, subject to an interest rate that would cover administration cost.

Ald. Sladek and Ald. Steuer interjected stating that technically this money was already committed with the resolution that was passed. We are now introducing additional funds to the infrastructure monies and committing money elsewhere may not be wise, furthermore we may need to revisit some things and reallocate funds given the fact we are facing a very difficult budget. There was not even one dollar committed to tax relief and the thought should not be entertained at this time to dedicate extra money elsewhere.

Motion to receive and place on file made by Ald. Mark Steuer; seconded by Ald. Tom Sladek.

8. Consideration, with possible action, on the request by the Police Chief to accept to two Homeland Security grants: HS Alert Hostage Rescue Course 2016 and HS Alert Negotiator Training.

Chief Smith stated grant monies will be utilized for hosting regional SWAT training in February and April, bringing in other agencies in for this training.

Motion to approve made by Ald. Tom Sladek; seconded by Ald. Mark Steuer.

9. Update by Ald. Dorff on excess sales tax subcommittee progress and timeline.

Ald. Dorff stated the sub-committee had a very long meeting last Monday and got stuck as to projects that possibly fall into city improvements category. She brought up bathrooms needed at Red Smith School as an example. It is the will of Ald. Dorff to work toward consensus and stated the committee needed more direction. Ald. Sladek stated this committee was formulated to bring forth recommendations and with the investigative work by this sub-committee, he would support their recommendations and forward approved recommendations to Council.

Motion to receive and place on file made by Ald. Mark Steuer; seconded by Ald. Tom Sladek.

10. Report by Finance Director on 2017 Budget parameters

Director Foeller referred to the memo included in their packet wherein the 2017 budget constraints are highlighted. There was brief discussion on the ERP with the City consistently qualifying and receiving \$1.7M by doing so. The mill rate must be set at over \$5.00 to qualify; currently the City's mill rate is \$8.85. The other constraint the city faces is the levy limit of \$1.137M or \$1.477M; the later would require a three fourths approval by Council. There was also discussion as to the decrease in funding for transportation and mass transit aids and the restoration of the recycling grant.

Motion to receive and place on file made by Ald. Mark Steuer; seconded by Ald. Tom Sladek.

11. Report by the Finance Director

Director Foeller stated she has been working on budget which will continue. She stated the Clerk's office is very active with elections; all hands on deck will be needed. She further stated she has offered up her Finance team and Lynn Boland has offered up her staff to assist the Clerk's office on Election Day. She stated City Clerk Kris Teske projected over 10,000 ballots to be processed by central count on election day in addition to those who vote at the polls.

She highlighted upcoming meetings of the Joint Personnel and Finance Committee will take place on November 1 starting at 3:00 and Common Council meeting on November 7 starting at noon.

Motion to Receive and place on file made by Ald. Mark Steuer; seconded by Ald. Tom Sladek.

Motion to adjourn meeting at 5:05 p.m. made by Ald. Mark Steuer; seconded by Ald. Joe Moore.

2016 Contingency Fund
\$58,000

- 1) **THIS MEETING IS AUDIO TAPED:** THE AUDIO OF THIS MEETING & MINUTES ARE AVAILABLE ON LINE AT WWW.CI.GREEN-BAY.WI.US.
- 2) **ACCESSIBILITY:** Any person wishing to attend who, because of a disability, requires special accommodation should contact the City Safety Manager at 448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 3) **QUORUM:** Please take notice that it is possible that additional members of the Council may attend this committee meeting resulting in a majority or quorum of the Common Council. This may constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
- 4) **REPRESENTATION:** The party requesting the communication, or their representative, should be present at this meeting.