

FINANCE COMMITTEE

Date and Time: Tuesday, September 26, 2023 @ 5:30 p.m., Council Chambers

Members Present: Lisa Rasmussen, Michael Martens, Carol Lukens, Sarah Watson, and Doug Diny

Others Present: Mayor Rosenberg, MaryAnne Groat, Ben Graham, Anne Jacobson, Gerald Klein, Jeremy Kopp, James Henderson, Dustin Kraege, Eric Lindman, Liz Brodek, Tammy Stratz, Mary Goede

In compliance with Wis. Stat. § 19.84, notice of this meeting was duly posted and sent to the *Wausau Daily Herald* in the proper manner. Noting the presence of a quorum Chairperson Rasmussen called the meeting to order.

Minutes of the previous meeting(s): (9/12/2023)

Motion by Watson, seconded by Martens, to approve the minutes. Motion carried 5-0.

Discussion and possible action regarding parking citation fine structure and parking financials.

Groat noted Chief Matt Barnes was not present to address this item - Deferred to next meeting.

Discussion and possible action on authorizing Continued Membership in CVMIC for policy years 2024, 2025 and 2026

No Discussion.

Motion by Watson, second by Diny to approve. Motion carried 5-0.

Discussion and possible action on lease of space from City to City-County Information Technology Commission

Rasmussen stated CCITC occupies office space within City Hall which is rented to them and referred to the lease in their packet. Doug Diny questioned if this was an extension.

Anne Jacobson explained the city has not had a lease in the past but when the auditors came through, they suggested that we have one with them because they are a separate entity occupying our 3rd Floor and approximately 1500 square feet in the basement. This is an original 10-year lease drafted by court counsel at the county. She noted the city is one of three parties that make up the CCITC budget, so we would proportionally pay 30% of whatever we increase their rent. She noted to date they have been charged \$9,900 per month, but it has not been escalated in many years.

Groat commented we have not seen big swings in the cost for facilities until recently. She noted the city put out an RFP for cleaning services and saw a substantial increase in janitorial costs. There is some deferred maintenance and we have shifted some parking personnel into the janitorial/maintenance area, which will also increase our facility costs. Utilities have gone up and changes have been made to air handling during COVID opening air exchangers which has now caused an increase in heating and cooling. We are going through and doing some security updates as well. She indicated she spoke with Gerry Klein and there was discussion regarding a possible 10% increase and then CPI annually.

Rasmussen stated she was looking for a recommendation for a good price based on the actual cost of the increased building operations. She wanted to find a way to make it fair, not just an arbitrary amount. Groat commented we are working in collaboration with each other and want the best outcome. Jacobson stated this draft has the option for a 5-year extension after the initial 10-year, but they could reduce it to a 5-year lease with an automatic renewal, so they don't feel so locked in.

Rasmussen stated we don't have a firm number yet on the inflationary costs and suggested holding action until more discussion has taken place and bring it back to Finance Committee with a recommendation.

Discussion and possible action on approving accepted offers for the following parcels in the Stewart Avenue, South 72nd Avenue to South 48th Avenue street project:

Parcel 3 (7120 Stewart Avenue) – Temporary Limited Easement/New Highway Right of Way Fee

Parcel 11 (7015 Stewart Avenue) -Temporary Limited Easement

Parcel 13 (7111 Stewart Avenue) - Temporary Limited Easement

Parcel 26 (5606 Stewart Avenue) – Temporary Limited Easement

Parcel 27 (5602 Stewart Avenue) – Temporary Limited Easement

Parcel 36 (5411 Stewart Avenue) – Temporary Limited Easement

No Discussion.

Motion by Diny, second by Lukens to approve all. Motion carried 5-0.

Discussion and possible action authorization of Reprogramming of Community Development Block Grant unused 2022, 2023 program year funds and Homeowner Rehabilitation Revolving Loan Funds into 2023 Sidewalk/Curb Cut project.

Doug Diny questioned if this will be repaid to the loan fund or what happens. Tammy Stratz explained what happens to the loan fund is when we remove money from it to put it towards a project, those funds go away. She indicated in this case she was anticipating higher than what we need because change orders are typical. Anything left over that is not expended will stay in the Revolving Loan Fund. She noted utilizing these funds helps the department because we need to use all these loan funds in a timely manner, and it will not hurt the Homeowner Rehab Program.

Motion by Lukens, second by Watson to authorize the reprogramming. Motion carried 5-0.

Discussion and possible action to authorizing Community Development Department, in partnership with Marathon County Health Department to apply for Wisconsin Lead-Safe Homes Program (LSHP) Funds through the State of Wisconsin.

Tammy Stratz indicated the Community Development Department has received approval to request these funds in the past of which annually they have increased the funds we've received. She explained they are now asking us to work with the county to expand our services into the county. Some of the projects will be in the county and city staff will be helping the Health Department with certain aspects they are not able to do, and we will get paid for those.

Motion by Diny, second by Lukens to authorize the application. Motion carried 5-0.

Discussion and possible action on recommendations made by Gallagher for compensation study including the recommendation of moving City Attorney from grade 5 to grade 4. Moving Assistant City Attorney from grade 12 to grade 10 and moving City Clerk from grade 15 to grade 12.

Doug Diny questioned if this was effective on the first of the year and if it would be part of the normal budget process where we do our cost to continue and then add this in.

Maryanne Groat explained at HR Committee they proposed a January 1 effective date, but December 24th is the actual beginning of the first pay period for 2024. James Henderson, HR Director, clarified the reclassifications will be effective when the Council approves them, but the 3% across the board increase is what would go into effect on the first pay period of the new year.

Motion by Watson, second by Martens to approve the reclasses. Motion carried 5-0.

Discussion and possible action on recommendation to reclassify the Accounting Assistant to Utility Revenue Analyst. Moving position from Grade 19 to Grade 17. Grade 19: \$43846 to \$61401. Grade 17: \$49171 to \$70,928

No Discussion.

Motion by Martens, second by Diny to approve. Motion carried 5-0.

Adjourn

Motion by Watson, second by Lukens to adjourn the meeting. Motion carried unanimously.

Meeting adjourned at 5:51 p.m.