

MINUTES OF THE FINANCE AND HUMAN RESOURCES COMMITTEE MEETING HELD AT THE GREENFIELD CITY HALL ON WEDNESDAY, FEBRUARY 11, 2015

1. The meeting was called to order by Ald. Saryan at 6:32 P.M.

Roll Call:	Ald. Saryan	Present
	Ald. Kastner	Present
	Ald. Bailey	Present

Also Present: Paula Schafer, Finance Director
Mayor Neitzke
Chuck Erickson, Community Development Manager
Scott Jaquish, Director of Parks and Recreation
Erik Swenson, Park Facilities Supervisor

2. Approval of the January 28, 2015 Finance and Human Resources Committee minutes Approve 1/28/15 minutes

It was moved by Ald. Bailey, seconded by Ald. Kastner. to approve the January 28, 2015 Finance and Human Resources Committee minutes, as presented. The motion carried unanimously.

3. Discussion and decision related to entering into a PILOT agreement (payment in lieu of taxes) with St. Vincent de Paul for their location at 4476 S. 108 Street (Tax Key #608-9995-013) (Chuck Erickson)

Mr. Erickson said the City's PILOT ordinance is a voluntary agreement. St. Vincent de Paul was aware that we had this ordinance when they came before the Plan Commission one year ago, and indicated a willingness to enter into this agreement. After the land was purchased, the Assessor and National Appraisal determined a land and building value as if it was taxable (St. Vincent de Paul is a tax-exempt entity). An assessed City tax rate was then applied. The basis is to apply the City rate as if the property was taxable. The approximate assessed value of the property is \$2.8 million. St. Vincent de Paul has agreed to a \$23,000 annual PILOT payment paid to the City starting in January 2016.

This document has been given to the City Attorney for review before the next Common Council meeting.

Mayor Neitzke said as part of the agreement the City has with the Ridge Community Church, it was agreed that any occupant of the other side of the former Wal-Mart building would pay taxes. St. Vincent de Paul has voluntarily agreed to pay a PILOT payment in lieu of taxes, essentially paying the City's portion of the tax bill.

It was clarified that taxes on the property were last paid for tax year 2014. The reduction for the Ridge Community Church went into effect 1/1/15.

It was moved by Ald. Kastner, seconded by Ald. Bailey, to approve entering into a PILOT agreement (payment in lieu of taxes) with St. Vincent de Paul for their location at 4476 S. 108 Street (Tax Key #608-9995-013).

Approve PILOT agreement with St. Vincent de Paul
COUNCIL

Under discussion, Ald. Bailey said he is glad that this agreement has been made. Mayor Neitzke explained that it is forbidden by federal law for a body making a decision on religious-based organizations to take into consideration the loss of property taxes. St. Vincent de Paul voluntarily agreed to pay property taxes, and the City is grateful.

The motion carried unanimously.

4. Discussion and decision regarding Capital Equipment purchase of Parks utility vehicle (S. Jaquish)

Mr. Jaquish said the Parks and Recreation Department has a need to replace a parks utility vehicle. The original vehicle was purchased in 2002, with an expected life of ten years. Two subsequent vehicles in better shape were then acquired at different times from the Fire and Police Departments. The current utility vehicle that came from the Police Department that was set to be replaced in 2016 experienced a major mechanical failure. DPW mechanics cannot complete the necessary repairs. The recommendation is to replace the vehicle. This purchase replacement is not part of the current budget, even though it is fully funded in the Capital Equipment budget.

Mayor Neitzke stated that three years ago, the money was in the budget to purchase the vehicle. Instead, the Parks Department tried to get by for 2-3 years with hand-me-down vehicles. No other hand-me-down vehicles are available.

Mr. Jaquish obtained five bids on replacement vehicles. The low bid on a 2015 GMC Terrain is from a local dealer. The trade-in allowance will be on both vehicles. The vehicle will be driven by the Parks Facility Supervisor.

It was moved by Ald. Kastner, seconded by Ald. Bailey, to authorize the purchase of a 2015 GMC Terrain from the lowest bidder, John Paul's Buick GMC, in the amount of \$19,547. The motion carried unanimously.

Approve purchase of Parks utility vehicle
COUNCIL

5. Discussion and decision regarding approval of 2015 Wisconsin Parks and Recreation Association Theme Park Ticket Agreement (S. Jaquish)

Mr. Jaquish said this is an annual renewal agreement to sell discounted tickets to attractions around the state, mainly Wisconsin Dells. The Parks and Recreation Department retains 75 cents for each ticket sold,

which is approximately \$1,000 a year. Those dollars are used in the Scholarship Fund to help offset costs of families that cannot afford recreation programs.

It was moved by Ald. Kastner, seconded by Ald. Bailey, to approve the 2015 Wisconsin Parks and Recreation Association Theme Park Ticket Agreement. The motion carried unanimously.

Approve 2015 WI Theme Park Ticket agreement
COUNCIL

6. Approval of schedules of disbursements in the amount of \$32,719,202.27

It was moved by Ald. Kastner, seconded by Ald. Bailey, to approve the following schedules of disbursements:

Approve disbursement
COUNCIL

AUTHORIZED (2014 EXPENSE) 1/23/15
Total \$144,600.33

AUTHORIZED (2015 EXPENSE) 1/23/15
Total \$386,731.82

AUTHORIZED (2014 EXPENSE) 1/27/15
Total \$46,549.92

AUTHORIZED (2014 EXPENSE) 1/30/15
Total \$62,684.24

AUTHORIZED (2015 EXPENSE) 1/30/15
Total \$190,854.10

P-CARDS DECEMBER 2014 STATEMENT 12/9/14
Total \$86,161.29

TAX REFUNDS (2015 EXPENSE) 1/22/15
Total \$12,188.59

TAX REFUNDS (2015 EXPENSE) 1/26/15
Total \$10,549.94

TAX REFUNDS (2015 EXPENSE) 2/2/15
Total \$4,232.40

JANUARY 2015 WIRE TRANSFERS
Total \$31,775,637.25

JANUARY 2015 MANUAL CHECKS
Total \$50.00

JANUARY 2015 VOIDED CHECKS
Total (\$1,037.61)

The motion carried unanimously.

7. Approval of mileage reimbursements in the amount of \$508.23

It was moved by Ald. Bailey, seconded by Ald. Kastner, to approve mileage reimbursements in the amount of \$508.23. The motion carried unanimously.

Approve mileage
COUNCIL

8. Other topics for future agendas

Mayor Neitzke announced that the City will be receiving a \$150,000 donation over the course of three years for an amphitheater at Konkel Park near the Farmer's Market. This gift is coming from a foundation, and it needs to be made in three parts. The City is looking for some way to fund the \$100,000 that will be committed to us. He may put this item on the next Common Council agenda to move this along. There is a 12-16 week lead time needed to order and install the amphitheater, and groups have already expressed an interest in performing at the amphitheater. Staff meetings have been held concerning potential site locations.

Mayor Neitzke informed Committee members that Moody's reaffirmed the City's Aa2 bond rating. The bond rating is very important, as that determines the City's credit worthiness and the cost of borrowing. Moody's was impressed with the management of the City, its financials, the potential for future development, and that most of our infrastructure needs as it relates to buildings have already been made.

Mayor Neitzke said three TIF's are being contemplated. He spoke about the urgency regarding the Chapman school property and the Meijers project.

The city now uses two investment advisors, Associated Bank and Ehlers, instead of investing in CD's at the local banks.

Mayor Neitzke said new software package training has begun in the Finance Department, which has gone very smoothly. This training takes the City off the I-Series computer onto a network-based BS&A.

9. It was moved by Ald. Saryan, seconded by Ald. Bailey, to adjourn the meeting at 7:08 P.M. The motion carried unanimously.

Adjourn

Distributed: 2/13/15

Respectfully submitted,
Joanne Waite, Human Resources Assistant