

FINANCE AND PERSONNEL COMMITTEE MINUTES  
September 16, 2019

The regular meeting of the Finance and Personnel Committee for the City of Monona was called to order by Council President Kitslaar at 5:35 p.m.

Present: Council President Andrew Kitslaar and Alderperson Doug Wood

Excused: Mayor Mary K. O'Connor

Also Present: City Administrator Bryan Gadow, Finance Director Marc Houtakker, Fire Chief Scott Sullivan, and City Clerk Joan Andrusz

APPROVAL OF MINUTES

A motion by Alder Wood, seconded by Council President Kitslaar to approve the Minutes of the September 3, 2019 Finance & Personnel Committee meeting, was carried.

APPEARANCES & UNFINISHED BUSINESS

There were no Appearances or Unfinished Business.

NEW BUSINESS

City Administrator Gadow reported the following Resolution authorizes staff to apply for a DNR grant of up to \$25,000 with a 50% match for removal of trees affected by the emerald ash borer. There will be a Capital Budget amendment if needed.

A motion by Alder Wood, seconded by Council President Kitslaar to approve Resolution 19-9-2372 Approval to Apply for a Wisconsin Department of Natural Resources Urban Forestry Grant, was carried.

Fire Chief Sullivan reported the Public Safety Committee approved ambulance transport rate increases to be effective January 1, 2020. During discussion the Committee supported making the increases effective this year, but took no action because that wasn't on the Agenda, so he is bringing this forward as staff. The increases bring the City's charges in line with neighboring Departments and is supported by the billing company. This does not increase Medicare or Medicaid; those are paid at a flat rate no matter how much is charged. There is no increase in the "No Transport" fee. This is not covered by insurance and he didn't want to burden residents.

The increases are in the 2020 Operating Budget. An increase this November and December would net revenues of \$10,000 to \$15,000. Finance Director Houtakker reviewed 2020 budget figures, which are conservative. Alder Wood noted the last increase was in 2015 and with this increase the City is still well below other community's resident fees. Fire Chief Sullivan responded a lower increase was wanted now rather than a larger increase all at once.

A motion by Alder Wood, seconded by Council President Kitslaar to approve Ordinance 9-19-721 Amending Section 152-1 A. (1) of the Fees, Fines, and Penalties Schedule Regarding Ambulance Transport Fees, was carried.

Finance Director Houtakker provided a Monthly Financial Report through August, 2019 and answered member's questions. Overall, the City is staying within budget. Room tax is on target. License and Permit Fee revenues and expenses have both increased. The TIF #2 closing figures are in; the City's portion is approximately \$800,000 with the rest of the City's portion going into the Renew Monona program. Legal Retainer expense is reduced. City Hall Building Repair and Maintenance expenses have increased; he hopes this improves with the repairs being done. He is concerned with Recreation revenues but this should break even overall. Madison Metropolitan Sewerage District usage is down, but charges have increased. Right-of-way tree removals have increased due to the emerald ash borer; this may require a budget amendment.

Finance Director Houtakker reviewed recent Accounts Payables and answered member's questions.

A motion by Alder Wood, seconded by Council President Kitslaar to Accept General Fund Accounts Payable Checks Dated August 30 through September 12, 2019, was carried.

A motion by Alder Wood, seconded by Council President Kitslaar to adjourn, was carried. (5:58 p.m.)

Joan Andrusz  
City Clerk