

Members Present: Sloan, Kent

Absent: Petty

Others Present: Mayor Nelson, Adm. Bradley, Clerk Zeman, J. Ostrander, P. Cannon

Call to Order –Ald. Sloan called the meeting to order at 5:45p.m. noting compliance with the Open Meeting Law. Moved by Kent, seconded by Sloan to approve the minutes of April 26, 2022. Motion carried unanimously. Moved by Kent, seconded by Sloan to approve the amended agenda, removing action item “d”, the Fire/EMS Architect Contract and discussion item “b”, Legal Counsel. Motion carried unanimously.

Action Items

- a) **Accounts Payable** – Moved by Kent, seconded by Sloan to recommend to Council approval of the accounts payable for **\$1,320,307.61**. Motion carried unanimously.

- b) **Development Agreement** – Adm. Bradley presented the South Side Development Agreement noting there is one item outstanding. This project includes 52 duplexes targeted toward senior housing, 3 commercial lots, and about 160 multi-family units targeted towards work force housing. Include in the agreement is .9 acres immediately south of the stormwater retention area that will be given to the City and dedicated as a park that will be maintained by the City. There will also be an easement for access to park as well as a walking trail around the existing stormwater retention pond.

Adm. Bradley also noted that there is no food source in this area. He feels the City should consider requiring a food source that allows residents to get the staples, or the necessities within walking distance. The way the development agreement is currently written is that they will be in default if they don't develop the commercial property by providing some sort of food source. The developer does not want to be in a situation where he is in default. What the developer gets out of this, there is a three-tiered system where they have to account for \$7M of new assessed value created. The proposal here is to amend TID #8 which would allow public infrastructure projects within ½ mile of the boundary. The developer would get \$2M for infrastructure reimbursement, there is no direct incentive, and then continue at 1/3 until the \$7M is reached. Other options include creating a TID district for the 3 commercial properties.

The committee discussed various options for what requirements could be included in the development of the commercial property, more specifically providing the food source. This development agreement will go to Council with no recommendation by the Finance/Personnel Committee. No action taken.

- c) **Loan Consolidation** – P. Cannon explained that we did the CLOSE program a few years ago and bought out our loans to get the funds back. When we did this, we ended up with 3 or 4 different Economic Development funds. Action on this will consolidate these funds. Motion by Kent, seconded by Sloan to recommend to Council approving the EDA (Economic Development Administration) Loan Fund Consolidation. Motion carried unanimously.

- d) **Weights & Measures** – B. Zeman noted that this agreement is amending the number of days required to complete the inspections within the City. Currently at 11 days at \$400 per day, the new agreement will include 7 days at \$400 per day. The City receives a report of completed inspections and charges back the businesses inspected based on the type and number of inspections. Motion by Kent, seconded by Sloan to recommend to Council approving the Agreement with Dept. of Agriculture, Trade and Consumer Protection for Weights & Measures Inspections. Motion carried unanimously.

- e) **Line of Credit** – J. Ostrander explained that when we opened the line of credit for TID #12 we committed to requiring a resolution every time we spend money. We have spent money on the construction in TIF #12; we now need to take money from this line of credit. Motion by Kent, seconded by Sloan to recommend to Council approving a draw of \$777,079.25 from the Line of Credit with Baraboo State Bank. Motion carried unanimously.

- f) **Fire/EMS Building Fund** – The USDA requires a separate fund and checking account for any construction project. Creating this fund is similar to what we have done in the past with the “City Administrative Building Fund” and “Library Building Fund”. Motion by Kent, seconded by Sloan to recommend to Council creating a new Fire/EMS Building Fund in the General Ledger. Motion carried unanimously.

- g) **Fire/EMS Bldg. Checking Account** – A separate checking account is required by the USDA. Motion by Kent, seconded by Sloan to recommend to Council approving the creation of a new checking account for the Fire/EMS project. Motion carried unanimously.

Discussion Items:

- a. **Update on the Shared Ride Corrective Action Plan (CAP)**
J. Ostrander reviewed the Shared Ride Corrective Action Plan with the committee. Any updated policies will be brought to Council for final approval.

- b. **Legal Counsel**
No discussion took place. This will be included on the May 24, 2022, agenda.

- c. **Purchasing Policy**
The purchasing policy was included in tonight’s packet. Members may review the policy for further discussion at the May 24, 2022, meeting.

Adjournment – Moved by Kent, seconded by Sloan and carried to adjourn at 6:51pm.
Brenda Zeman, City Clerk