

Members Present: Sloan, Kent, Petty

Absent:

Others Present: Adm. Bradley, Clerk Zeman, J. Ostrander, T. Kolb, T. Pinion

Call to Order –Ald. Sloan called the meeting to order at 5:30p.m. noting compliance with the Open Meeting Law. Moved by Kent, seconded by Sloan to approve the minutes of May 10, 2022. Motion carried unanimously. Moved by Petty, seconded by Kent to approve the agenda. Motion carried unanimously.

Action Items

- a) **Accounts Payable** – Moved by Petty, seconded by Kent to recommend to Council approval of the accounts payable for **\$1,114,157.65**. Motion carried unanimously.
- b) **Tax Incremental District #10 Expenditures** – J. Ostrander explained that this is the reimbursement resolution to let the committee know that we will be starting the project before we get the money. Adm. Bradley noted this is publicly stating that we intend to issue municipal bonds to reimburse ourselves for these costs as they are incurred. This is estimated at \$6M and will be paid by the TID. Motion by Kent, seconded by Petty to recommend to Council approving the Resolution declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing (TID #10). Motion carried unanimously.
- c) **Street Improvement Projects**– Adm. Bradley noted that this is the bi-annual issuance of bonds to do street projects for 2022-2024. Motion by Kent, seconded by Petty to recommend to Council authorizing \$1,555,000 General Obligation Bonds for Street Improvement Projects. Motion carried unanimously.
- d) **Community Development Projects** – Adm. Bradley noted that this includes the possible acquisition of two properties, cleanup of a brownfield site, restoration to a park, and land acquisition. The financially responsible party to the cleanup of the future park location within the TID is Alliant. Adm. Bradley also noted that there is no development agreement in place for this. TID proceeds would cover this; however, the intent is that this would be wrapped into the development agreement that will be forthcoming. Motion by Petty, seconded by Kent to recommend to Council authorizing \$1,035,000 General Obligation Bonds for Community development projects in Tax Incremental Districts. Motion carried unanimously.
- e) **Publication Relating to Bond Issues** – This is the resolution authorizing publication of the bond. Motion by Petty, seconded by Kent to recommend to Council authorizing Direction Publication of Notice to Electors Relating to Bond Issues. Motion carried unanimously.
- f) **Sale of General Obligation Bonds** – Adm. Bradley explained that this is the resolution authorizing the actual sale of the bonds. Motion by Kent, seconded by Petty to recommend to Council authorizing the Sale of \$2,590,000 General Obligation Corporate Purpose Bonds. Motion carried unanimously.
- g) **SeamlessDocs** – B. Zeman explained that this software is used in place of paper applications. This software allows us to streamline the approval process. This is used by majority of the City departments, both internal forms and external forms for the public. After approval by the required staff, the application returns to the City Clerk for issuance of the license or permit. At this time, it is staff's recommendation that we accept the three-year contract. Motion by Petty, seconded by Kent to recommend to Council approving the proposal from SeamlessDocs for a three-year contract in the amount of \$4,244.61 per year for a total of \$12,733.86. Motion carried unanimously.

Discussion Items:

a. **Legal Counsel Options**

Ald. Petty explained that he made this request as an attempt to get some structure. There has been conversation regarding revisiting an in-house attorney. Some staff feels it would be more advantageous to have an attorney here in the office, at least a few days a week. Contracting for this service gives us access to multiple levels of specialties. It is the committee's recommendation that the attorney review's the Council agendas and to request

an attorney attend all future Council meetings. This can be done by Teams and does not require the attorney be here in person. The other issue is Council's access to the attorney. Council members are advised to take any concerns to the City Administrator or the Mayor for resolution prior to contacting the attorney. This will be brought back to Committee at a later date.

b. Purchasing Policy

No discussion took place. This will be included on the June 14, 2022 agenda.

c. Enterprise Fleet Management

This will be placed on the next Finance agenda as an action item.

d. Powered Up Baraboo proposal

Beth Persche, Co-President for Powered Up Baraboo, presented the committee with an energy efficiency revolving fund concept. Powered Up Baraboo is a non-profit looking to increase sustainability and renewable energy in the City. This specific project would replace all LED lights at the Civic Center for a savings of about \$9,000 per year. If Powered Up Baraboo would donate the money for this project, is there some way the City would be able to set up a fund for any future energy savings this project creates and use this money to fund future energy efficiency projects. These savings could potentially allow for future energy cost saving projects in other City buildings; it is their goal that the City will realize the benefit of these cost savings. The money that is saved with this project would be placed into a revolving fund with requirements as determined by the Committee. As the donor, Powered Up Baraboo can include a stipulation as to what the funds would be used for. As for savings placed in the fund, a future committee could change the requirements of the fund. Powered Up Baraboo will do some more research and bring this back to the Finance/Personnel Committee.

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