FINANCE COMMITTEE
Date and Time: Tuesday, June 15, 2021 @ 5:15 pm., Council Chambers
Members Present: Lisa Rasmussen, Dawn Herbst, Sarah Watson, and Deb Ryan, Michael Martens
Others Present: Maryanne Groat, Anne Jacobson, Ben Bliven, Eric Lindman, Katie Rosenberg, Jamie Polley, Leslie Kremer, Robert Barteck, Greg Seubert

In accordance with Chapter 19, Wisc. Statutes, notice of this meeting was posted and sent to the Daily Herald in the proper manner. The meeting was called to order by Chair, Lisa Rasmussen.

Minutes of the previous meeting(s). (5/25/21 and 6/1/21)
Motion by Watson, second by Herbst to approve the minutes of previous meetings. Motion carried 5-0.

Discussion and possible action regarding Transit Capital Technology Projects
Rasmussen explained the memo in packet from Greg Seubert. In 2020, Cares Acts Funds were used to reduce the impact on the Municipal Budget for Transit.

Seubert stated the use of Cares Funds that diminished the levy last year. There have been obstacles in finding funding sources for the various technology projects that are needed. Metro Ride is not currently part of the City's funding for replacement of computers. They rely on separate sources for funding computer replacement which is a routine purchase.

Rasmussen questioned why Metro Ride is not part of the computer replacement program through IT. Seubert stated they had access to Capital funds for years which covered the prior costs. In the last cycle, the City paid for the computers to be replaced. Groat and Rasmussen discussed that going forward Transit could get into the City's computer replacement program.

Rasmussen explained that when departments have multiple smaller requests for funding they could pool them all into 1 CIP request, and the CIP process is not starting until July.

Seubert stated that there is an urgency of getting the phone system updated and that the computer replacement was already in the process. Groat said that Transit could go back on to the PC replacement fund and there is sufficient balance that it could be absorbed.

Rasmussen explained the importance of the phone, fueling, video systems, and door control lock, which could all be a CIP request. Seubert stated some of the items are already on the IT Department's schedule, and they were waiting for funding. Rasmussen and Ryan discussed that the fueling system, video, and door control updates are going back to Transit Committee for CIP request.

Motion by Herbst, second by Ryan to approve that the levy funds will cover the phone system and the computer replacement will be sourced from the City's equipment replacement fund. Motion carried 5-0

Discussion and possible action on Waiver of Right of First Refusal at 7120 Stewart Avenue from Toenjes Properties, LLC to Kingspan Light & Air LLC
Rasmussen stated that anytime land changes hands in the business campus, there is a caveat to allow the City to reclaim those parcels. Operations will remain the same, there is only a change of ownership.

Motion by Martens, second by Watson, to approve the Waiver of Right of First Refusal at 7120 Stewart Avenue from Toenjes Properties, LLC to Kingspan Light & Air LLC. Motion carries 5-0

Discussion and possible action regarding Tourism Entity Agreement between the City of Wausau, Room Tax Commission and Wausau Central Wisconsin Convention & Visitors Bureau, INC
Rasmussen stated that over the last year there have been many discussions regarding the contract with the CVB. Within the mediation and negotiations between the City, CVB and Room Tax Commission, they may be able to rebuild the relationship with them.

The Mayor spoke regarding the new contract and explained that every year the contract will be reviewed.

Motion by Herbst, second by Martens to approve the Tourism Entity Agreement between the City of Wausau, Room Tax Commission and Wausau Central Wisconsin Convention & Visitors Bureau, Inc. Motion carried 5-0

Discussion and possible action regarding the renewal of the Enterprise vehicle lease contract

Mark Hanson gave background on the management of the vehicle fleet and the positive aspects of leasing city vehicles both in financial and maintenance aspects. Hanson recommended renewing the Enterprise vehicle lease contract, which would amount to $295,553 each year for the next 5 years. To hear the full report please follow this link: https://www.youtube.com/watch?v=R_gC0VJbeq4

Rasmussen questioned whether we should put out an RFP for a maintenance contract to make sure we are recieving the best pricing. Hanson stated that Sourcewell evaluated 5 companies who submitted bids to them and Sourcewell ranked Enterprise #1. Hanson stated in 2016 there was an RFP done. Groat suggested having Mercury review the Sourcewell materials.

Hanson stated the vehicle leasing is done in a year by year basis for each vehicle and there are 6 vehicles that are coming due soon. There is an agreement for each vehicle that is leased because they have their own separate costs.

Motion by Ryan, second by Herbst to approve the continuing of the Enterprise vehicle lease contingent on review by Mercury. Motion carried 5-0

Discussion and possible action regarding sale proceeds for Fire Station

Groat spoke in regards to Mercury's study and its recommendations. In 2015 the Fire Dept. was added into the Motor Pool and they are billed about $325,000 a year. That portion of the Motor Pool is used to recover fuel and maintenance, as well as costs associated with replacement, but that hasn't allowed any build up for the large apparatuses. The net proceeds of the Fire Station was just shy of $141,000. Groats' recommendation was to place the proceeds in the Motor Pool fund to help finance the large apparatus replacements.

Motion by Herbst, second by Watson to allocate the proceeds of the Fire Station sale to the Motor Pool fund. Motion carried 5-0

Discussion and possible action regarding Reimbursement Resolution for Fire Truck 2021A Debt

Groat explained the options available to the City to help offset the purchases of the 2 fire trucks. Groat stated that the best option in her opinion is to reimburse ourselves for the cost of the fire truck. Groat stated that our Bond counsel has reviewed this strategy and there aren't any concerns.

Motion by Martens, second by Herbst to designate debt proceeds to cover the cost of the 2 Fire Engines. Motion carried 5-0

Discussion and possible action regarding budget modification Metro Ride Fund

Rasmussen and Groat explained that the budget modification for Metro Ride's fund would have to be in the amount of $20,000 for the phone system replacement.

Motion by Ryan, second by Martens to modify the budget to replace the phone system. Motion carried 5-0.

Discussion and possible action March 2021 General Fund Financial Report

Emily Ley explained our revenues are up 3% from this point last year. In general our revenues are lagging behind due to Covid. Expectations are that as everything is opening up, revenues will return. Expenses are down 3% from this point last year. We are 25% through the year, and all departments are on budget. The report was placed on file.

Discussion and possible action on contract for Regional Hazardous Materials Response Team Services with the State of Wisconsin

Rasmussen explained that Wausau has been the only regional HAZMAT team and the importance of it being in Wausau.

Chief Barteck spoke regarding HAZMAT being a significant source of revenue for the department. He explained how revenue from the State is used and the importance of having the program in Wausau.

Motion by Herbst, second by Watson to approve the contract for Regional Hazardous Materials Response Team Services with the State of Wisconsin. Motion carried 5-0

Adjourn

Motion by Watson, second by Martens to adjourn the meeting. Motion carried 5-0. Meeting adjourned at 6:07 p.m.