MINUTES OF THE FINANCE COMMITTEE

TUESDAY, JANUARY 29, 2019, 4:30 PM
CITY HALL, ROOM 207
IMMEDIATELY FOLLOWING PERSONNEL

A. ROLL CALL.

Present: Barbara Dorff, Bill Galvin, Mark Steuer (filled in for Kathy), Kathy Lefebvre (late), Excused: Veronica Corpus-Dax

Also present: Purchasing Manager Rick Jensen, City Attorney Vanessa Chavez, Finance Director Diana Ellenbecker, and Asst. Finance Director Pam Manley

B. APPROVAL OF THE AGENDA.

Moved by Ald. Bill Galvin, seconded by Ald. Mark Steuer to approve. Motion carried.
Yes- Barbara Dorff, Bill Galvin, Mark Steuer, No- None, Abstain- None

C. APPROVAL OF MINUTES.

1. Approval of the minutes from the January 8, 2019 meeting.

Moved by Ald. Bill Galvin, seconded by Ald. Mark Steuer to approve. Motion carried.
Yes- Barbara Dorff, Bill Galvin, Mark Steuer, No- None, Abstain- None

D. REGULAR BUSINESS.

1. Request for approval to award a contract for Law Enforcement Tires for GBPD to the Goodyear Tire and Rubber Company for ~$53,390.

Moved by Ald. Bill Galvin, seconded by Ald. Kathy Lefebvre to approve. Motion carried.
Yes- Barbara Dorff, Bill Galvin, Kathy Lefebvre, No- None, Abstain- None

2. Consideration with possible action on a request by the City Assessor's office to cancel certain property taxes.

Moved by Ald. Bill Galvin, seconded by Ald. Kathy Lefebvre to approve. Motion carried.

Yes- Barbara Dorff, Bill Galvin, Kathy Lefebvre, No- None, Abstain- None

3. Resolution authorizing transfer of 2019 budgeted revenues between accounts.

Moved by Ald. Bill Galvin, seconded by Ald. Kathy Lefebvre to approve. Motion carried.
Yes- Barbara Dorff, Bill Galvin, Kathy Lefebvre, No- None, Abstain- None

4. Consideration with possible action on requested amendments to Claims Administration Procedure Ordinance (GBMC 7.01 et seq).

Moved by Ald. Kathy Lefebvre, seconded by Ald. Bill Galvin to approve. Motion carried.
Yes- Barbara Dorff, Bill Galvin, Kathy Lefebvre, No- None, Abstain- None

5. Refer to Finance Committee to create an emergency response plan for residents affected by failures in City-owned infrastructure/assets for which inadequate means exist to rectify which may or may not include ordinance changes, funding solutions or staff response time.

Moved by Ald. Bill Galvin, seconded by Ald. Kathy Lefebvre to refer to Staff and bring back to a future Protection and Policy Committee meeting. Motion carried.
Yes- Barbara Dorff, Bill Galvin, Kathy Lefebvre, No- None, Abstain- None

6. Report of the Claims Committee.

The Council may convene in closed session pursuant to Section 19.85(1) (g), Wis. Stats., for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. The Council may thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.

Moved by Ald. Bill Galvin, seconded by Ald. Kathy Lefebvre to receive and place on file. Motion carried.
Yes- Barbara Dorff, Bill Galvin, Kathy Lefebvre, No- None, Abstain- None

7. Consideration with possible action on the request to approve the updated Investment Policy.

Moved by Ald. Bill Galvin, seconded by Ald. Kathy Lefebvre to approve. Motion carried.
Yes- Barbara Dorff, Bill Galvin, Kathy Lefebvre, No- None, Abstain- None

E. REPORT OF THE FINANCE DIRECTOR.

Moved by Ald. Bill Galvin, seconded by Ald. Kathy Lefebvre to receive and place on file. Motion carried.
Yes- Barbara Dorff, Bill Galvin, Kathy Lefebvre, No- None, Abstain- None

F. INFORMATIONAL.

1. 2019 Contingency Account:
$112,076.00

2. The next Finance Committee meeting will be held on Tuesday February 12, 2019 at 4:30 PM.

G. ADJOURNMENT.

Moved by Ald. Kathy Lefebvre, seconded by Ald. Bill Galvin to approve. Motion carried.
Yes- Barbara Dorff, Bill Galvin, Kathy Lefebvre, No- None, Abstain- None

H. VERBATIM MINUTES.

- Is there anything--

- I will call the Finance Committee meeting for January 29th to order. Roll call, we have Alder Steuer. Thank you so much for standing in.

- Okay.

- Alder Galvin and Alder Dorff are here. We have approval of the Agenda--

- Motion to approve the Agenda.

- By Alder Galvin.

- And I will second.

- Second by Alder Steuer, all those in favor?

- Aye.

- Opposed? Motion carries. Approval of the minutes?

- Motion to approve.

- Second.

- All those in favor?

- Aye.

- Aye.

- Oh, she's here, coming up.

- Yeah, you can go. Alright.

- I want to make sure she's got her--

- Well, we'll start with regular business. Request for approval to award a contract for law enforcement tires for GBPD to the Goodyear Tire and Rubber Company for $53,390.00.

- $3,900.00 and we've got, oh no, it's for 25 or?

- 25, yeah

- 25, sorry.

- You can, yeah, because you're supposed to I was told when I was sitting in, so.

- Right, okay, well I just sat in for a little bit.

- Thank you so much.

- Okay, thank you too.

- And do you just want to do, do you have your computer?

- No, 'cause I thought I'd be home.

- Okay, that's okay, we can do--

- We can just do voice vote.

- We'll do voice vote.

- You need a packet.

- Oh, and she's got to give you her.

- Oh, here.

- Use, here you go.

- I apologize.

- No.

- It's alright.

- Cold happens.

- Yes, it can happen to anybody. Alright, staff, tires, let's hear it.

- [Rick] Traditionally we have purchased tires off of the State contract and typically we purchase them on an as-needed basis. And so they've always been under $10,000.00. The Police Department because of the tight budget situation wanted to see if we could do any better. So we put out a bid for the entire year of 2019. And we got four responses and I think six or seven different options. Good Year Tire and Rubber was the only vendor that responded in compliance with our request for a 12 month fixed price guarantee. And so we're recommending the award to Good Year Tire and Rubber on that basis.

- Sounds like we saved some money.

- [Rick] Technically the other vendors only would honor the prices through March 31st, which is a traditional price changeover date. We will save about $1,000.00 off of the existing State contract, so we did save some money and that is a recommendation of both the Police Department and the Purchasing staff.

- Okay, I'll entertain a motion.

- I've just got a question.

- Oh you've got a question.

- It's not so much about tires, but, I guess looking at, and we've saved a $1,000.00 off what would have been about $54,000.00, $55,000.00. And I understood that the State contract system is supposed to be pretty good at keeping prices suppressed and having it out there. And plus, when you put out bids you get a lot more response. Would it be worth our while or is it too labor intensive to do this on anything of, say if we're looking for anything say we do a line, anything over $50,000.00, not only would we look at the State but also put out a request for separate bids.

- [Rick] We've done that quite often with IT. There are a lot of items on IT, like servers, that we quite often beat the State contract.

- Okay, so we're already doing this.

- [Rick] We do that, yes, on a case by case basis.

- Alright, good enough, thank you so much. Motion to approve item one.

- Is there a second?

- Second.

- Okay, any more discussion? All those in favor?

- [Together] Aye.

- Opposed? Motion carries.

- Thank you.

- Alright, item two. Consideration with possible action on a request by the City Assessor's Office to cancel certain property taxes.

- Alright, that's gonna be me. As you're gonna see, you're about to get five examples in your packet. In one case or another they were put on the tax levy and for various reasons now have been canceled. Once the tax bill goes out then we get the phone call saying they got a bill because the building was raised, it was flattened by that time, whoops, you're in the wrong municipality, or the machinery is kept in a different municipality. So for one reason or another they come back and assessors go through all their due diligence to make sure and verify the information. So in this case there are six of them that we are looking to have rescinded.

- Alright.

- Makes sense.

- Where does that money go off?

- It ends up being--

- Have we collected already? We haven't really collected it, or is it part of the budget?

- We haven't collected it. Well that's not true, in some cases if somebody's already paid their bill. We turn around once it's approved next week or next time when Council does approve it, we will turn around and we will cut them a refund check. If it has not been paid, then we send a information over to the Brown County and they will rescind it.

- Okay.

- So, well, whatever, someone takes care of it and removes that receivable.

- Mm hm.

- And then?

- What it is is it doesn't end up being an expense to the 101 Fund because we built the budget assuming these dollars were coming in. This was part of 2019 budget, assuming it was coming in.

- How much about are we short?

- This is going to be $14,502.00 is what the impact of this is.

- For all of them?

- For all six of them together.

- Oh, okay.

- 14,000, yes, in total Correct.

- Alright, I misinterpreted.

- Nope, nope, it's $14,000.00 worth of taxes, and that's full taxes, so that is the full mil rate of 2338. The City portion is only $9.00. So when we rescind it or refund it we actually go through and we make sure they get all their money back. Then in October we have to send it to the State. The State determines whether or not the other taxing jurisdictions have to share in the refund, and in most cases they will. And so then in February of 2019, we'll get the money back. So it's an ongoing thing, it's just the process.

- Sure, yeah.

- 'Cause they have throughout the whole year to collect it and rescind it or refund it, so that's just the process.

- Okay.

- So really probably the hit to the City of Green Bay, about $5,000.00, $6,000.00 on our $9.00 mil rate.

- Okay.

- Okay. I'll make a motion to approve that, oh, sorry Mark.

- Can I ask her a question Diana?

- Sure.

- Thank you Chair. Diana, just a quick question, and I know this is probably a State issue, but some years ago we had a house that was destroyed by a car hitting it a week after January 1st. Is it still set up that if you live in your house for one or two days in a month of January, you still have to pay taxes for an entire year.

- Whatever the values of the one, one of the neighbors, yep.

- Okay, that was just a simple question. And on January 8th, they lost their house and they had to pay taxes on, not only on that house, but the next house they got, and this is a State thing. That's something I think needs changing, sorry. Thank you.

- Alright.

- Motion to approve item two.

- By Alder Galvin, motion approved.

- Second.

- Second by Alder Lefebvre.

- All those in favor?

- [Together] Aye.

- Opposed? Motion carries. Item three.

- Alright the next item has really no impact to the budget. However State Statute says the way you post a budget means the way if you're going to make any changes to it you have to take a resolution to change it. So when we post our revenues in our budget, but we have it by line item where we tell you exactly where the revenue's going to end, Economic Development has done a re-org, re-organization, and we are moving it, moving this inspection as they're moving the Economic of opportunity, and moving the end of the changes. But when the day is over and we're moving it from this account to another account, and it's just within the budget, but again, it's because of the way we did a public notice and then we presented the way the revenues are gonna be, versus zero impact, it's moving it from one account to another, so next year when you see it on your budget book it'll show up in the new account instead of the old. State Statute, we did it as a public hearing, our budget, so we literally have to get a resolution to just move it, internally we'll move it in our general ledger system.

- And this happens every year, or is this just something special this year?

- Well Economic Development did this re-org a few years ago as well, but it's not very common for the City to have to do these. We are going to look to do another one later for Park and Rec as well, but zero budget impact.

- It was confusing, 'cause well it's the same.

- It's like the same number.

- And again, we're just trying to follow State Statute, so if you're gonna move anything and you've posted it this way to the public, you told 'em one thing and now your book and your events you're gonna put in your ledger a different way. Just to be really transparent. It truly has zero impact on the 2019 budget.

- Alright.

- It's just the way we're managing our receipts or revenues.

- Alright, I make a motion to accept the number three.

- Alright, thank you Alder Galvin.

- Second.

- Second by Alder Lefebvre to accept number three, the resolution authorizing transfer 2019 budgeted revenues between accounts, all those in favor?

- [Together] Aye.

- Opposed? Motion carries. Item four, consideration with possible action and requested amendments to the Claims Administration Procedure Ordinance, and I guess we are waiting for Vanessa to come back to talk about this.

- [Vanessa] So Vanessa Chavez, City Attorney. So I think that with the question, specifically, is about the drastic change from the $5,000.00 to the $50,000.00. And so one of the things that we've been doing when we've been looking at the revamping the Ordinance was what other communities where doing. And they're kind of all over the place as to what it is they're authorizing their personnel to do before it has to go back to council. They have some that they have limited approval authority, such as what the City of Green Bay currently has, which is at $5,000.00 mark. And then there's other side of the spectrum which is they give 'em complete authority and then nothing has to come back because it's considered liability and should be handled administratively. This was kind of splitting the difference between those. What's unique about the City is that we have a Claims Committee Process in place. Most communities just have their City Attorney make the determination, and it's that person who is vested with the authority. Since we have the Claims Committee, there is a pool of people, there are five people, six people, two attorneys, a paralegal, risk.

- You and myself.

- [Vanessa] Five people who are gonna be on that committee who are actually doing that, so this is a very different scenario where you don't have that risk of people potentially doing favors or not doing their due diligence. Which is why we felt that supportive of it, especially because otherwise we have five people gathering for very, very limited ability to make any decisions.

- Now the, it seems to me that, we have more concerns about claims that are denied than claims that are approved, it just seems in my years here. So that the claims that are approved, they're approved, there's so much backing that up. There's the insurance a lot of times backing that up, there's all these reasons to approve. I don't have a problem with the $50,000.00. That said, I know Alder Wery was here last time and he did have a very high concern about that. We suggested possibly compromise with $25,000.00. I'm good with $50,000.00, I'm fine with $50,000.00. But what would you say, counterpoint to, why 50 instead of 25?

- [Vanessa] Really, we're kind of just picking a number at this point, but it's creating a streamlined scenario so we are able to get those people those checks faster.

- So we're serving our public in a faster way.

- [Vanessa] Yeah.

- If we give this authority, and I can't think the time where we said no, where we were at all concerned about a claim payment going out. More so about the ones that were denied, that's what we've usually talked more about. So I'd love the Alders in the room to comment on where you're at with this.

- [Mark] We're talking about the claims themselves--

- Alder Steuer, come on up. We're talking about allowing the Claims Committee to decide, up to $50,000.00 rather than just up to $5,000.00.

- [Mark] And I heard Vanessa was saying, it was just an arbitrary number you were picking, 15 or?

- Well it's the highest number.

- [Vanessa] So $50,000.00, there's actually, there's two caps under the Tort Claims Act right now. One is $250,000.00 which represents the number that people can claim for all of the auto liability claims. So if you're in a car accident, the cap is 250 because of personal injury. The property damage that you run into with all the rest, with the other claims, is capped at $50,000.00. So we'd be getting rid of those ones only of the high liability to the Council's review.

- [Mark] The $50,000.00 doesn't seem like a bad number to me.

- Seems like a good number to me.

- [Mark] Like I said, my concern was mostly with some of these claims that have been denied--

- Yeah.

- [Mark] Where you look and you kind of go, really? It seems like you have to have slam dunk proof in order to get something through anyway. So the $50,000.00 is okay for me.

- Okay. Alder Lefebvre.

-I don't know if I have an opinion either way. I think whatever they feel is adequate. If they feel, like she said, if it's easier to--

- The Committee.

- Yeah the Committee, when they get the money they can go faster.

- They want to, how they want to operate. And the amount that they want to operate with.

- Okay, well we'll vote on it at Council. Alder Galvin?

- I was going to say, it seems to me, I used to have a guy who used to come and talk at conferences for police officers, Gordon Graham out of New York, and he was a loss prevention guy. And he talked about, he actually, when he was working for the California Highway Patrol as their Attorney, he had the right to write out checks right at the scene. Which to me makes sense in that obviously the City Attorney, Deputy City Attorney, and Paralegal, Risk Manager and a Finance Director would certainly know if making the payment was a right thing to do. And if they felt that the City should deny it, obviously they're the ones more in the position to know than any of us. So if they feel that paying out a claim up to $50,000.00 is in the City's best interest and it gets the money to the people that were affected by it that much faster, I can see no reason to oppose this.

- Yeah.

- I agree.

- So I entertain a motion.

- You said that so eloquently.

- Yes, he did, very well. I will entertain a motion on this.

- I'll make a motion that we accept on the--

- Number five, the amendment.

- Number four.

- The requested amendment to the Claims Administration Procedure Ordinance.

- Okay.

- Second.

- Okay. Motion made by Alder Lefebvre, second by Alder Galvin. All those in favor?

- [Together] Aye.

- Opposed? Motion carries. Great. Alright, item five. Refer to Finance Committee to create an emergency response plan for residents affected by failures in City-owned infrastructure, assets for which inadequate means exist to rectify which may or may not include ordinance changes, funding solutions or staff response time. Staff.

- Yes, a large group of us met and tried to decide what would be our action forward. And the group decided, and we did put a little memo in there in response to Alder Johnson's request, just that staff recommends that this matter be referred back to staff so that they can work with both, all, the City emergency manager, work with Brown County Emergency Operations Center, and explore options for disseminating educational materials to constituents. And then based on what the law had recommended, legal department had recommended, they said as this matter falls into the purview of the Protection and Policy Committee, they recommend that it be placed on the next Protection and Policy Agenda, along with a presentation from staff regarding on what services are currently offered by the City. So that is our recommendation. But prior, instead of just sending it there and then them asking for some information, there was a recommendation that there are some things that they're going to bring to that meeting so that when it does show up on the next Agenda it's not another wasted two weeks.

- Right.

- Or another time period that the current information will be brought back to that committee.

- Sounds good to me.

- Well I have some questions.

- Okay.

- Why P & W and not I & S?

- You know that was a recommendation, I think from, from Kristen to send it to Protection and Policy, and not, instead of into I & S.

- [Vanessa] That was my recommendation, the reason being that the intent of the policy, the way I read it, was that it was supposed to be creating a policy for the City in general as far as what was going to be happening in emergency situations. And that seemed to fall closer under what Protection and Policy was established for, rather than what I & S is, which is specific to infrastructure related issues.

- Okay, because as I'm looking at this, it can actually be broken down into, how does the City respond, let's use the Sorensons just as an example, because that seems to be the hot-button thing that got this whole thing rolling, 'cause it seems to me there was an issue about the City's response to that situation, how quickly we were able to get inspectors out there, and if it wasn't for Alder Dorff it seems to me like these people would have had to wait. It might have been a time to get an inspector out there to get the electricity turned on and things like that. The picking up of the garbage, the citation that was or wasn't issued, or almost was issued.

- It's just it wasn't, it was rescinded, it was rescinded, it was a mistake.

- So, but I guess what I'm getting at is that is this something that needs to be an ordinance as to how we treat constituents in situations similar to this or kind of related to this, and then is there something separate that we need for funding solutions, things like that? That's what I'm wondering, is this what--

- It's not like, it's not establishing a fund.

- Well he's talking funding solutions, that's what it says here.

- [Vanessa] So I think until it actually, I believe that once it actually has come to a point of creating some kind of policy, not policy, but structures and parameters for what a program would look like, then maybe that's when it goes to the other committees. But I think to start with, the most appropriate place would be Protection and Policy because that is dealing more with the general health and wellness of the community and the policy the City's going to establish to serve those.

- Okay.

- Alder Lefebvre?

- Alright, thank you.

- I agree with Alder Galvin, that there needs to be a set rules or whatever when something like this happens 'cause it looks like we don't have anything, right? And so it, who had, you had.

- Well, we actually do. We have, something was created afterwards.

- After, okay.

- Yeah.

- [Vanessa] Actually, the proper department to handle this situation, and emergencies in general, is the Fire Department. It appears that that was not actually what happened the day of the Sorenson's for example.

- Because if people that, in the Fire Department, were on vacation that day, because I started there, and they were not in town. So then what it was, was trying to piece together how to go about it. If we had flow chart, even as Alders, as advocates, we can be the advocates, or someone can be an advocate, but I think that is the process. I'm used to working with the School District, you have an advocate for the family that in that moment of stress they are not thinking clearly, so someone has to guide them along the path. If we had a nice, well-marked path, that just would make life easier. You call this person, this number, if this person isn't there. There could be another time when the Fire Department happens to be available.

- That's what I'm saying, you have to have, you had something that failed because they weren't there. So you have to have the next step put in there so that, right, you have to have somebody that's gonna take--

- [Mark] So the Fire Department wasn't there?

- No, I don't even know if the Fire Department would have really known in this situation who all to call. I really don't know that--

- [Vanessa] Well, what I can say about this situation is that the Fire Department would have had the, they work routinely with the, so this isn't actually something that they would respond to as an emergency per se, it's not really within their purview. But they would have had the resources to get the people who could assist with that at the site. So whether it's mobilizing members of the community, finding ways to keep them warm while they're getting things turned on and off, that's the stuff that they do.

- Yeah, and it just somehow couldn't, wasn't able to happen that day. We managed to get it done, it was just difficult.

- Time length, there was some time length.

- Yeah.

- So I'm saying, something has to be set up so that they don't fall through the cracks, we have to have something set up so that if one part of the cog isn't functioning, someone else has gotta be there to pick it up.

- So have we rectified that, or is this going to address that.

- [Vanessa] I believe that has been addressed pretty heavily with staff as to who to call when it's an issue of making sure that in the event of turnover that the institutional member stays so that everybody remembers what needs to happen in the event of an emergency. I would say that right now the staff's pretty confident in our ability to get ahold of who needs to get ahold of now.

- So we need to know that, right, we would need that guide. Because we might be the ones that get the first call, as was the case.

- So we need to, right, we would have to have that, okay, so now where do we go from there if someone calls us, okay, all of a sudden, like if you knew.

- But even the Water Department, who was the first City entity--

- They responded to try to shut it off.

- But they should know that we need that call.

- A lot of things converged on just that particular day and just made life really difficult that really probably would never happen again, there's a lot of things happened at the same time.

- Oh, I don't know, I don't like 1,000 year events.

- Okay, no.

- That's what we're addressing.

- [Vanessa] We're addressing it.

- So, but this will address this, is that what you feel, going the direction of Protection and Welfare and staff working on this, we will have whatever Brian wants covered here?

- [Vanessa] Mm hm, yeah, the intent from sending it to Protection and Policy is to make sure that whatever comes up meets those Protection and Policy standards. It just needs a home, essentially, for it to be brought back to them and just since it's not dealing with financial resources with the City, that's why we thought sending it to Protection and Policy made more sense at this point.

- Okay.

- I think so.

- Did you have something Alder Steuer?

- [Mark] Yeah, these are all good points. I'm on the Protection and Policy Committee, so I'm listening right now. In the past we had the City guide, if somebody has an issue or that, you call up and dah-dah-dah. Usually one here, one there. But this sounds like, this was a multi departmental type issue.

- It was, it was.

- [Mark] So in a case like that, you could call one number, but is everyone else gonna be contacted, and Alder Galvin brought up a good point, that if the Water Department, if X happens, then Y should be the result. But can we assume that? I don't know.

- That's why I think this is gonna help us.

- [Mark] So I'm thinking, in a sense, this might clarify some things and I think at Protection and Policy, I think we can at least put something there and then I know your concern about going to I & S and such, most departments would get input, I think, into this.

- Right.

- Yeah, and I'm on the Water Commission, so this would be one, too, to bring up to them, so they know where, when this issue may come up again maybe.

- [Mark] Well.

- They know what to do, who to contact, and who to, everybody, all the departments gotta know what's going on.

- What did they call this, did you say a 1,000 year event?

- [Mark] Whatever, but I'm just saying that it doesn't happen all the time.

-It's so rarely, that's why it's.

- [Mark] Right, and I think a lot of us have tried to reach out and help on this type of thing too, and it's almost too much.

- We have to get it to, and we haven't had a school fire in how long, right?

- The Southwest did catch on fire about six years ago.

- What, my kids go there.

- Very small one.

- Right, but we practiced and we trained for that event to happen, and so it's just like since post-911, the Police Department, Hazmat, all that, have gotten together. They've set up flow charts for the Federal Governments.

- Table top exercises.

- [Mark] Table top exercises, now I'm not saying that we've gotta get that involved here, but we should have a process in place that people know what's going on, and if they're gone on vacation or home sick, or whatever, that we can have all the people to fall into place that need to fall into place, so everyone understands what their responsibilities are so our response is quick and efficient and it serves the public.

- Through the dispatch, is that one of those things?

- [Mark] There's all those things, right, absolutely, dispatch would be involved, I mean, let's face it--

- Well you'd have to have--

- There's a lot of different departments.

- Oh there are, right, and so--

- And that's what I mean, there almost has to be a central disseminator, and maybe that's what the Fire Department is, the central--

- [Mark] Our Committee might decide that, you know what, that's the route to go, so I'll take notes on this too. I think we can come up with a good solution.

- We certainly don't want another family to go through what happened here again, so.

- So we need a motion to refer.

- Motion to refer to P and, what is it?

- Protection and Policy.

- Policy, P & P.

- Committee.

- Okay, you making the motion?

- Okay.

- Okay, and I'll second.

- Okay, motion by Alder Galvin and second by Alder Lefebvre to refer this, the emergency response plan creation to Protection and Policy. All those in favor?

- [Together] Aye.

- Opposed? Motion carries. Alright, we are into the report of the Claims Committee. And did we want to go into a closed session on this, or?

- Actually I think this one it could have been for information only, because this one there's no, they're really looking at looking for any action from you, it was really more informational.

- Okay.

- I didn't see anything of concern.

- Nope.

- No.

- It's pretty short.

- Okay, I'll make a motion to receive and place on file.

- Second.

- Second by Alder Lefebvre. All those in favor?

- [Together] Aye. Opposed? Motion carries. Alright, and now, consideration with possible action on the request to approve the updated Investment Policy.

- That's definitely snoozing material.

- I know that, I know, and we felt that if you saw, our Investment Policy was slightly out of date. It was rather old, so we went through and updated it. We really went through and looked at best practices, which is we really worked close with Waukesha and Brookfield to get our Investment Policy up to the best practices. It also follows the State Statute, which the other one had actually fallen out of State Statute and had just not been updated for a while. There are no major changes in the document, and that's why we did share the old one and the new one. Pam, I don't know if there's anything else you want to add to it?

- Not really, we'll just fall in line with what the State Statutes are and it gives us some deadlines to follow and even, I believe, I added this section about reporting back where we're at with our investments annually to this Committee.

- I think that's a good idea.

- It is, great.

- It's time to update.

- Alright, I make a motion to receive and, I'm sorry.

- Go ahead.

- Receive and place on file.

- Motion by Alder Lefebvre, second by Alder Galvin.

- I'm not sure, it's a policy, probably to approve the policy.

- Receive and place on file?

- I think it.

- Approve.

- Motion to approve.

- To approve the policy.

- Okay, I make the motion to approve the policy.

- I'll second.

- Motion by Alder Lefebvre, second by Alder Galvin. All those in favor?

- [Together] Aye.

- Opposed? Motion carries. Alright, and finally, report of the Finance Director.

- I really don't have anything to discuss. I think the same thing I repeated last time, we are just working on year-end getting ready for our audit.

- Okay, oh, Alder Steuer.

- [Mark] I just have one point, I know the budget came in, as far as book.

- Yes.

- [Mark] That you sent out, and I know we had talked some, I've talked to both of you about that capital improvement program, and as far as city-wide, is that something that, where are we at with that?

- Still in the works of collecting the information. So I knew in January it was gonna be the time I was gonna be collecting information, working to pull it together, expect to bring it back to Finance, it's probably gonna take another month or two to pull it back together. And I would plan to bring it back prior to any kind of bonding request that I would bring to Finance. I do believe that I & S and Parks may be taking up their normal bonding request in their departments, but then it gets consolidated and brought to your Committee, but they might be looking to do that the end of February or early March. But again, I would plan to bring the capital improvement plan to you prior to actually going out for bonding. I, also, the current Mayor also would prefer not to do the bonding, he would like it be the next person. So I don't expect that we would be doing any bonding in April, almost every year we do it more May to June time anyways.

- [Mark] Moving forward, with a new Mayor, granted, I guess it's up to him too to decide.

- Correct, absolutely, what time of the year you want. I don't see him asking him on the second of April to--

- [Mark] Could the Council, this is just for speculation, say we get a Mayor that wants to do bonding later on in the year, but if the Council as a majority, can we dictate that we want bonding done earlier in the year so we have a better idea of where we're going financially?

- Sure, yeah, I don't see why not. I would think if it would be the Council's wishes.

- [Mark] Right, well I think, just with this whole policy, and everybody has their separate silos it seems in the budget. And myself personally, on Council, I would like to see something where we're not cherry-picking in November all these different items.

- Exactly, exactly.

- [Mark] We need to have a solid feel for it earlier in the year, so.

- So the plan is to bring through the normal one year borrowing request, have it like a five year plan, but the first year is gonna be what we're looking at for '19 and then have some detailed information, but then have the next four years out. And I know we're talking even longer out that, but I'm wondering if on the very first time we can at least start with the one year, and the four additional years, and take a look at that. And then we can build upon it. It will be a draft and look for recommendations and suggestions on how to enhance it so that you get more information and can make better decisions. Without creating too much, we want the departments to submit the information, but we don't want them laboring over it for hours and hours. So we want the right balances so you guys get what you need without causing too much undue work.

- [Mark] Is there a better time of the year where you put in your requests, you've got the whole year. But sometimes it's, well it's better if we did it in October or April, or, just trying to figure out a good time when you say, look, I think we've got a handle on it early enough.

- Well with a five year plan, you should probably be going where you wanna be in five years. And we've kind of sat down and planned out how much we're gonna do every year. It'll be some manipulation of that, but with that in place, it'll allow us to almost cherry-pick the best time to bond, wouldn't it, to get the best rates and things like that.

- I don't know if you have a best time for rates, because it kind of depends on what's going on in the market. I just know when I was talking to Director of Parks, Dan, he was just saying, what he puts on his list are some of the projects he plans to do for yet that year. And so once he gets his money, that would depend if somebody still had a project that they want to complete within the year, that's why I think they look at it early in the year.

- The dynamics of having all the departments figuring what they all want for five years, like you said silos, if everyone decided, well this is the year I want something big, if we've got every department come at us in one year looking for something big. Yet if we knew in advance, a five year plan looking down the road, we could spread that out, possibly over different years to reduce the amount of bonding we may have to do and level it out.

- [Mark] One more thing, Kathy, and then I'll be done. It's like for Parks, you know they have this whole, every year they've got many different little projects. And they're bonding. Next year it'll be a whole completely different list of things, so, I don't know. I know it's like with Public Works it's trucks and equipment and different things like that. But with Parks, it's like a little project here or a park there or something like that. It's apples and oranges a little bit,

- Unless you put it in a pool.

- Which isn't good.

- Alder Lefebvre.

- [Mark] I'm good for now.

- This kind of too, what I had brought up with the County. They were the same thing, they were kind of all of a sudden at the big Council meeting for budget and fighting over some money to put more into the human services that needed it. And anyway I said too, I said I knew a little bit ahead because someone was on a committee, the health department, on the committee for it, and she was telling me the problems, but the others didn't hear this. So I think when all the committees you have your department heads coming, they need to update you I think at each meeting kind of, if all of a sudden something does come up and they say you know, we might need to do this and that in the budget, so it gives you a heads up.

- You mean like the committees that you're sitting on?

- Yep, right, we have different departments that come to each committee, right?

- Right typically you need more DPW goes to I & S or Parks.

- Yeah.

- Yep.

- Yeah.

- Okay.

- So they can kind of bring up, to remind them, don't wait to tell us, but during the year if you know that something's coming up. Well, Parks might have something all of a sudden they hadn't planned on and something comes up.

- Right, that's gonna happen, right.

- Right, right, but that's why during the year as they come to these committee meetings they can say, oh-oh, I think this is gonna happen. So it gives you a heads-up.

- Well the thing we want to avoid is bonding for Smart Cars.

- Yeah.

- Sure, there's certain things, right.

- And so many other things.

- And they're short term.

- You know when a fire truck runs half a million to 3/4 of a million dollars, and if we get this Wheel Tax when it's up and running.

- It is up and running.

- But I mean when we start having the money that we can use, we want to have an idea where we're going five years down the road 'cause there's no more reason to deny re-doing roads.

- Right.

- So what is our bonding gonna be five years down the road using that Wheel Tax money.

- Mm hm.

- Mm hm.

- And so, I think it allows DPW to better plan. Fire, police, police wants to build a new police station. But in the meantime they're trying to Band-Aid the one they have and that's costing money. So how much have they put into it, right? If they were told can you hang on for five years, well what if it turns out the long-range plan is 10 years? So then the Chief can plan what he wants to do to keep this current one running for the next 10 years. And so I think we need to have regular input from the department heads working with Council and I think it's just an easier way to get this process done. And I think, I would hope, it's gonna benefit everybody in the community tax-wise, so definitely.

- [Mark] I don't think that's been done before. A five year, I know sometimes you look out for a distance, but I don't think we've done that.

- There's been a couple of CIPs I could see back in the early 2000s, there's been some plans. And then the work gets put together and I'm not sure they don't get followed or obviously they don't continue. So if you put all that work together and then--

- You don't do it.

- You aren't following, then the work is really not.

- And before we had the Wheel Tax, they never knew what roads were gonna be approved and what roads weren't gonna be. You'd put a lot of work into it and then.

- Then they'd get voted out.

- They'd get voted out by a bus. So, alright, thank you for your report. Would you like us to receive it and place it on file?

- Yes, because there's an item on here that's.

- Okay.

- Motion to receive and place on file.

- Second.

- Seconded by Alder Lefebvre. All those in favor?

- [Together] Aye.

- Opposed? Motion carries. Alright, informational?

- We haven't spent anything in the 2019 contingency yet.

- Yes!

- I've seen an office.

- Oh, God.

- I'm kidding.

- Watch out.

- And the next Finance Committee meeting will be held on Tuesday, February 12th, 2019 at 4:30 p.m. Barring any snowstorms, right?

- Right.

- Yeah.

- And I'd entertain a motion to adjourn.

- I'll make a motion to adjourn.

- Second.

- Motion by Alder Lefebvre, second by Alder Galvin to adjourn, all those in favor, aye.

- Aye.

- Aye.

- We are adjourned, go in, remember and leave the meeting.