

**FINANCE COMMITTEE**

Date and Time: Tuesday, January 14, 2014 @ 5:00 pm., Board Room

Members Present: Nagle (C), Oberbeck, Brezinski, Winters

Members Absent: Nutting

Others Present: Mielke, Kellbach, Gisselman, Marquardt, Tipple, Groat, Giese, M. Lawrence, Loy, Rayala, Chris Berge, David Dickinson

In accordance with Chapter 19, Wisc. Statutes, notice of this meeting was posted and sent to the Daily Herald in the proper manner. It was noted that there was a quorum present and the meeting was called to order by Chairperson Nagle.

**Public Comment on matters appearing on the agenda.**

None.

**2013 Budget Carry Over Request - Inspections Division**

Marquardt explained this is request for carryover of items within the Inspections Division that weren't finalized yet. He indicated the \$3,000 and \$1,200 were for iPads and the charges associated with them; they are waiting until they receive the software to ensure that everything is compatible. The \$5,000 is to finish a scanning project which is under contract.

Motion by Winters, second by Oberbeck to approve the carry over request of the Inspections Division. Motion carried 4-0.

**Amend and repeal following sections of the Wausau Municipal Code to coincide with fee schedule: Amend Section 2.56.010 Public records, 3.25.040 Permit-requirements, 3.25.050 Permit-revocation, 5.08.070 False alarm fee, 5.18.040 Application, 5.18.080 Term, 5.20.040 Licensing, 5.26.050 Facility license, 5.26.060 Facility operator's license, 5.48.010 License required-fee, 5.60.040 Registration and license, 5.61.050 Conditions for permit, 5.61.080 Violation of chapter, 5.68.030 Park license required, 6.44.030 Separation, 6.44.040 Solid waste containers, 8.08.170 Licenses, 8.08.200 Dangerous animals, 10.48.010 Definitions, 10.48.060 Rates for metered parking, 10.48.080 Rates in parking ramps, 10.48.090 Monthly permits, 15.40.010 Fee for permit, 15.56.065 Construction site erosion, 15.56.080 Permitting requirement, procedures and fees, 15.56.120 Fee schedule, 16.04.037 Rent abatement, 17.10.010 Fees designated, 17.10.020 Permits required, 17.24.020 Open fire and burning allowed by permit, 17.49.060 Fireworks/pyrotechnics, 21.12.060 Development agreements, 21.16.085 Required dedications for park purposes, 23.78.030 Application, and repeal Section 15.48.060 Tags**

Groat explained this is basically a housekeeping item to correct the ordinances listing individual fees that were initially missed and move them to the Comprehensive Fee Schedule in order to have all the fees in one place.

Motion by Winters, second by Brezinski to approve the ordinance amendments. Motion carried 4-0.

**Authorizing the addition of fees to the City of Wausau Fees and Licenses Schedule adopted pursuant to Wausau Municipal Code §3.40.010(a)**

Groat explained the stormwater permit application fees were not included on the fee schedule. She pointed out it is not a new fee; it is just highlighting and incorporating them into the fee schedule. She noted there were also a couple from Building Inspections where they were making minor changes to terminology.

Motion by Winters, second by Brezinski to approve the changes to the fees and license schedule. Motion carried 4-0.

Winters suggested putting the fee schedule into a booklet or pamphlet form.

### **Discussion and Possible Action on the Public Access TV Operations, Funding and Related Matters**

Winters summarized a proposal for a public access program to turn it into a semi-independent business or a quasi-governmental organization, because we still need to legally own the channel and can't just give it away. For the next three years the city would pay the capital costs only, which would be \$13,000 instead of \$39,000. If they charge enough per hour to earn all the costs in the fund, it would be about \$50 per hour and he felt some people would balk at that cost. If we pay the capital costs for the next three years, they could charge \$33 - \$35 range, which isn't a big stretch from \$25. He felt going into the future we would still have to provide capital costs for things such as the machinery used to program things on the channel. He suggested a concept of a quasi-independent entity that would be coached by the Entrepreneurial Center and possibly relocating there as a metro community service. He noted they would not be charging content producers who bring programming to fill space. Discussion followed with Dave Dickinson and the committee.

Winters suggested formally asking Romey Wagner to take this to the Entrepreneurial Center Board for their input or send a letter from the Mayor asking them if they would be interested in coaching or taking on public access as a client. Mayor Tipple indicated he could ask them to put it on their agenda for discussion.

### **Production Agreement between Wausau School District Board of Education and Administration and City of Wausau**

Dave Dickinson explained \$5,550 is for the annual contract with the WSD Board of Education and Administration, which is basically \$25 per hour, but it is important to understand that they did not want to sign a blanket contract. He indicated if they have to, they can go back with them to discuss any overages, but was fairly sure they would come in under the \$5,550.

Tipple stated our goal for the future is to have a blanket contract that would come to Finance Committee for approval, with any small changes made by the City Attorney, rather than taking every contract through the Council.

Motion by Winters, second by Oberbeck to approve the Production Agreement between the WSD Board of Education and Administration and the City of Wausau. Motion carried 4-0.

### **Transfer of Funds Change of Purpose**

Withdrawn.

### **Monthly Financial Report General Fund and Animal Control**

Groat reviewed pet license revenue data and costs for the Animal Control program, noting there is currently net revenue of \$11,081. She indicated the vehicle has not been charged yet. Winters suggested using the grant money to pay for \$15,000 of the vehicle upfront and the remaining cost be amortized.

Groat reviewed the monthly financial report through November, commenting she was feeling positive about how the year end is going to turn out with possibly a slight profit. Most department budgets will be relatively exhausted by year end. She reviewed revenues, noting while she thought it would meet budget, it would fall short of 2012 as permits were down.

### **Adjourn**

Motion by Brezinski, second by Winters to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 5:45 p.m.