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Office of the City Administrator

**FINANCE-PERSONNEL COMMITTEE  
MEETING MINUTES  
March 8, 2016**

**Present:** Mayor Abendroth, Aldermen Leszczynski, Mayr, Pukaite

**Also Present:** City Administrator Jones, Assistant City Administrator Thyges, Finance Director Watson, Community Development Director Tollefson, Deputy City Clerk Fochs, Executive Assistant Prosser, James Mann, Senior Municipal Advisor/Vice President, Ehlers & Associates, Alexander Novak-Novation Group Consulting, LTD

Mayor Abendroth called the meeting to order at 6:30 PM.

**Approve minutes from the February 9, 2016 meeting**

**Action:** Motion to approve the February 9, 2016 meeting minutes (Leszczynski/Pukaite).

**Result:** Motion passed by voice acclamation.

**License applications**

**Action:** Motion to approve license applications and deny operator (bartender) license application for Jeremy Davon Scott as recommended. (Pukaite/Leszczynski).

**Result:** Motion passed by voice acclamation.

**Vouchers for payment**

**Action:** Motion to approve vouchers for payment (Mayr/Leszczynski).

**Result:** Motion passed by voice acclamation.

**RESOLUTION 3364 Awarding the sale of \$9,020,000 General Obligation Public Works Facility Bonds, Series 2016A**

Finance Director Watson stated before the Committee is a resolution to award the sale of General Obligation Bonds in order to fund construction of the Public Works Combined facility. Mr. Watson turned the discussion over to James Mann, Senior Municipal Advisor/Vice President, Ehlers & Associates to review the bond sale. Mr. Mann reported seven qualified bids were received from underwriters across the country with the low bid received from Bosc, a subsidiary of the Bank of Kansas at 1.83% for a 15 year term.

**Action:** Motion to approve RESOLUTION 3364 Awarding the sale of \$9,020,000 General Obligation Public Works Facility Bonds, Series 2016A (Pukaite/Leszczynski)

**Result:** Motion passed by roll call vote (3/0). Resolution 3364 recommended to Common Council for approval.

**RESOLUTION 3367 A Resolution Approving a Development Agreement Between the City of Mequon and Dermond Property Investments, LLC with a Town Center TID Incentive in the Amount of \$647,427**

Community Development Director Tollefson stated Dermond Property Investments, LLC has submitted a proposal for a Town Center TID financial incentive under the Fast Track Formula that has applied to other projects in the City's TIDs. Ms. Tollefson went on to say, under the Town Center TID project plan, qualifying development projects allow for receivership of a financial incentive for redevelopment efforts based on a set of criteria. Ms. Tollefson noted the Dermond Property Investments application complies with the conditions to receive an incentive and meets the policy goals and objectives of the Town Center Zoning and Town Center TID project plan.

**Action:** Motion to approve RESOLUTION 3367 A Resolution Approving a Development Agreement between the City of Mequon and Dermond Property Investments, LLC with a Town Center TID Incentive in the Amount of \$647,427 (Pukaite/Leszczynski)

**Result:** Motion passed by voice acclamation. Resolution 3367 recommended to Common Council for approval.

**RESOLUTION 3365 Resolution Approving and Entering into an Agreement with SBA towers IX, LLC for Location of a Wireless Communications Tower and Ground Facilities at River Barn Park (9808 N. Cedarburg Road)**

**Action:** Motion to approve RESOLUTION 3365 Resolution Approving and Entering into an Agreement with SBA towers IX, LLC for Location of a Wireless Communications Tower and Ground Facilities at River Barn Park (9808 N. Cedarburg Road) (Mayr/Pukaite)

**Result:** Motion passed by voice acclamation. Resolution 3365 recommended to Common Council for approval.

**2015 Budget Report (Unaudited)**

Finance Director Watson reviewed an unaudited 2015 Budget Report with the Committee. Mr. Watson stated staff is projecting a budget short fall of approximately \$86,000 primarily due to not executing the budgeted fund balance transfer of \$300,000. Mr. Watson went on to say, other notable variances include favorable variances in fuel costs, salt purchases, and cell tower lease revenues. Mr. Watson noted unfavorable variances took place in building permit revenues, contracted assessing services, Fire/EMS payroll and equipment repairs.

**Adjourn**

**Action:** Motion to adjourn (Leszczynski/Pukaite)

**Result:** Motion passed by voice acclamation. Meeting adjourned at 7:06 PM.

Respectfully Submitted,  
CITY OF MEQUON FINANCE-PERSONNEL COMMITTEE  
Lina Prosser, Executive Assistant