

1 **Finance Commission**
2 **Meeting Minutes**
3 **July 9, 2024**
4

5
6 **Roll Call/Announcements**
7

8 The Finance Commission (FC) meeting was called to order at 6:30 p.m. Chair Bester called the
9 roll.
10

11 **Commissioners Present:** Siafa Barclay, Bruce Bester, Sadiq Dahir, Kevin Davy, Joe Tupy
12 and Anna Vervoort
13

14 **Commissioners Absent:** Dan Sagisser
15

16 **Staff Present:** Finance Director Michelle Pietrick
17
18

19 **Receive Public Comments**
20

21 There being no one present wishing to speak to the Commission on an item not on the agenda,
22 the Chair moved to the next agenda item.
23

24 **Approval of Meeting Minutes**
25

26 Commissioner Vervoort moved, seconded by Commissioner Davy to approve the June 13, 2024,
27 meeting minutes as presented. The motion carried unanimously.
28

29 **Receive Civic Campus Master Plan Update**

30 City Manager Patrick Trudgeon presented an update on the Civic Campus Master Plan.
31

32 Chair Bester thought by the diagram shown, the new maintenance facility would have building
33 screening on either the west side or the north side.
34

35 Mr. Trudgeon indicated that was correct. It would be a combination of walls and landscaping for
36 separation there.
37

38 Commissioner Tupy arrived at the meeting at 6:45 p.m.
39

40 Chair Bester thanked Mr. Trudgeon for the presentation. He asked if the sales tax is not voted
41 successfully what happens to this master plan.
42

43 Mr. Trudgeon explained that the City would need to go back and find other ways to fund this.
44 He thought staff had a pretty good sense of what is needed, and it comes down to what the City
45 can afford. Staff will probably want to look at all the plans again to see what the City can and
46 cannot do. There are pending improvements that need to be made in the maintenance facility

which the City needs to invest significant dollars in but has been holding the repairs back in anticipation that this may happen. He indicated the City Council, in the past, has been pretty committed to addressing this and staff would most likely have to bring forward a plan and look to bond for that against property taxes.

Chair Bester asked if the City would have the chance to represent it to the voters if this did not pass as a sales tax.

Mr. Trudgeon indicated it could not be presented again as written, it would have to go back to the Legislature and get permission again.

Commissioner Vervoort asked for clarification on the Legislature possibly pausing this and if so, would there be a reason? She asked why the Legislature would want to pause this.

Mr. Trudgeon explained why the Legislature may pause this plan and he figured there may be some cost-sharing for cities that do not have a lot of retail businesses to make it fair.

Commissioner Vervoort asked when this would become effective if it did pass.

Mr. Trudgeon thought it would be quick and start in 2025.

Chair Bester thought this was an excellent presentation.

Receive Finance Commission Recommendations Tracking Report

Chair Bester reviewed the Finance Commission Tracking Report with the Commission.

Review Draft 2025-2044 Capital Improvement Plan

Finance Director Pietrick reviewed the draft 2025-2044 Capital Improvement Plan with the Commission.

Chair Bester thought the direction the City Council gave to staff was not to carry the \$525,000 into any future years.

Ms. Pietrick explained she removed all of the levy increases from what she was showing the Commission on the screen. This will be going to the Council on Monday for their first look at it.

Chair Bester thought what was said at the Council meeting on June 17th was that at least two of the Councilmembers were looking for levy increases in line with the rate of inflation, and he thought the Commission should be looking at that as well.

Ms. Pietrick indicated that was one of the first steps she and the City Manager made, it was an easy first step, remove this year's tax levy into the CIP and use the excess cash reserve fund. She was also trying to be mindful that the City's General Fund is at the low end of its reserves. She

reviewed some of the items that the General Reserve Fund was used for. She indicated staff has been more strategic in trying not to touch the General Fund and buy down the levy. She indicated the City Manager is still working on the City budget to try to get closer to what the City Council would be willing to accept.

The Commission and Ms. Pietrick discussed the Police Vehicle and Equipment fund and the City levy.

Ms. Pietrick indicated this is the first look for the Finance Commission of the CIP and the City Council will be looking for a recommendation in September when a recommendation on the budget will be made. She indicated she can bring back more information to the Commission if needed and will send out her latest version for the Commissioners to review.

Chair Bester explained in a short amount of time his mind is coming down to debt and that might solve several problems for the City.

Ms. Pietrick agreed and thought the City might have to issue some debt. She indicated police vehicles are the biggest cost and if the City gets three years out of a vehicle the City is lucky so she would not consider issuing debt for that fund, but there are other areas within the CIP, parks, and streets, where the items being budgeted last twenty to twenty-five years so those could be bundled together, do a GO issue, take the tax levy and reposition it out of Public Works and into the Police Department. She thought that was an idea.

Chair Bester asked Ms. Pietrick some miscellaneous questions he had on the presentation regarding the Police Department and Park and Recreation Department which she answered. He asked if grant writing was a part-time addition to some of the duties in the City. He wondered if the City had a grant writer.

Ms. Pietrick indicated every department has somebody who writes grants. It is department-specific. She indicated the Commission can email her with questions and she will bring back some alternatives to discuss next month.

Identify Discussion Items for the Future Meeting

Chair Bester stated the next agenda would include discussions on the 2025 City Manager recommended Budget and Tax Levy and the 2025-2044 Capital Improvement Plan review #2.

Adjourn

Commissioner Tupy made a motion, seconded by Commissioner Vervoort to adjourn. The motion passed unanimously.

The meeting adjourned at 8:23 p.m.