



## MINUTES OF THE FINANCE COMMITTEE

TUESDAY, MARCH 04, 2025 AT 5:15 PM

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COUNCIL ROOM, MUNICIPAL BUILDING, 450 S. MAIN ST., RICHLAND CENTER, WI 53581

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**CALL TO ORDER:** Meeting was called to order at 5:15 PM. Members present: Ryan Cairns, Karin Tepley, and Melony Walters. Members absent: None.

**APPROVAL OF MINUTES:** Motion by Alderperson Tepley to waive the reading of February 4, 2025 meeting minutes and approve as presented. Seconded by Alderperson Walters. Motion carried unanimously.

**PAYMENT OF BILLS:** Motion by Alderperson Walters to approve the March 4, 2025 bills as presented. Seconded by Alderperson Tepley. Motion carried 3-0.

**CLERK/TREASURER'S REPORT:** Clerk Amanda Keller stated that the recent election ran smoothly, serving as a valuable chance to refine procedures and enhance ongoing training for poll workers. Keller also announced that the final tax collection reconciliation was completed successfully.

**ECONOMIC DEVELOPMENT DIRECTOR'S REPORT:** Director Jasen Glasbrenner is working to schedule a development team meeting with the contractor for the Panorama Project to solidify project plans. Stakeholder meetings for the Lamont Housing Project are ongoing, targeting annexation by March 7th. The \$2.5 million HUD Community Project Funding Grant application process is in progress. The housing redevelopment of W First St has been completed and with an occupancy permit being issued, marking success despite not having a buyer yet.

### DISCUSSION AND ACTION ITEMS

3. **RCPD Radio Purchase:** Chief Jones reported the Police Department purchased half of the necessary radios last year and plans to buy the rest this year. Richland County will transition to all digital communications by August. Three radios from GenCom cost \$1,528.86 each, totaling \$4,500 with accessories, allocated in the Police 2025 priority equipment budget. Motion by Alderperson Cairns to recommend to Council the purchase of 3 Kenwood NX-5000 from GenCom in the amount of \$4,606.58. Second by Alderperson Tepley. Motion carried 3-0.
4. **RCPD Report Management (RMS) and Computer Assisted Dispatch (CAD) System Purchase:** Chief Jones reported that the current RMS system is outdated and incompatible with state reporting requirements. After consulting with the County Sheriff and police departments of similar size, he explored alternatives such as Spillman and True North. True North offers a comprehensive solution that encompasses Computer-Aided Dispatch (CAD), Records Management System (RMS), evidence management, and scheduling, all without additional licensing fees, and includes options for future expansion. The implementation cost is projected at \$27,500, which covers data transfer and is allocated within the RCPD 2025 Outlay budget. Additionally, an annual maintenance fee of \$5,000 can potentially be funded through the reallocation of costs from the current system. Motion by Alderperson Cairns to approve RCPD to purchase True North RMS/CAD System using Police Outlay in the amount of \$27,500 with an annual fee of \$5,000 per year from existing budget monies in the Maintenance Agreement line of the RCPD budget. Second by Alderperson Tepley. Motion carried 3-0.
5. **Report on Hotel Request for Proposal:** Director Glasbrenner reported that the Hotel Request for Proposal (RFP) process commenced on December 19, 2024, and concluded on February 28, 2025. Submissions were received from Cobblestone Hotels and Market Pointe (GrandStay), while late interest expressed by Wyndham Hotels & Resorts (AmericInn) and PHP Development, both seeking consideration. It was agreed that comprehensive proposals would be requested from these late submissions, which will be compiled in preparation for inviting potential developers to present at the upcoming Council meeting.

6. **Community Development Investment Grant Program Update and Future Selection:** Director Glasbrenner reported that the City has benefited from the CDI grant program; however, recent policy changes by the WEDC now restrict the City to one remaining CDI grant opportunity before entering a 3–5-year period of ineligibility. Currently, two projects are under consideration for future grants: the AD German Warehouse Conservancy and a potential downtown hotel development. This single remaining grant represents a vital resource, necessitating strategic allocation to ensure maximum long-term economic impact. Motion by Alderperson Cairns to recommend to the Common Council to impose a moratorium on CDI grant application processing until a firm commitment is secured from a hotel developer or until July 1, 2025, whichever occurs first. Second by Alderperson Walters. Motion carried unanimously.

**CLOSED SESSION**

7. **Closed Session for the purpose of discussing the Investment of Public Funds.** Motion by Alderperson Cairns to enter Closed Session. Seconded by Alderperson Tepley. Motion carried unanimously at 6:24 PM.

**\*\*CLOSED SESSION\*\***

8. **Reconvene in open session.** Motion by Alderperson Cairns to reconvene into open session. Seconded by Alderperson Walters. Motion carried unanimously at 6:36 PM.

**SET NEXT MEETING DATE:** April 15, 2025

**ADJOURNMENT:** Motion by Alderperson Cairns to adjourn. Seconded by Alderperson Walters. Motion carried unanimously at 6:36 PM.

*Meeting Minutes Recorded by Clerk Amanda Keller*