



FINANCE COMMITTEE MEETING MINUTES

MONDAY, MARCH 10, 2025, AT 5:30 PM

MUNICIPAL BUILDING COUNCIL CHAMBERS – 106 JONES STREET, WATERTOWN, WI 53094

Finance Committee members present: Mayor McFarland, Alderpersons Bartz, Davis, Lampe, and Moldenhauer

Others present: Finance Director Stevens, Attorney Chesebro, Zoning Administrator Zirbes, Public Works Director Beyer, Water Systems Manager Hartz, Streets Operations Manager Winkelman, Fire Chief Reynen, Park/Rec Director Butteris, Mason Becker, Abby Kuehn, Steph Juhl (video), Melissa Songco (video; Habitat for Humanity)

1. Call to order. Mayor McFarland called the meeting to order at 5:31 p.m.
2. A motion was made by Ald. Bartz, seconded by Ald. Davis, to **approve the minutes from February 10 and 17**. Approved.
3. Zoning Administrator Zirbes presented a request to contract with **Vandewalle & Associates to rewrite the zoning code for \$90,000** as approved in the Capital Projects budget. Ald. Davis moved, supported by Ald. Lampe, to recommend approval to the Council. Approved.
4. Public Health sought permission to **hire Jennifer Zielski as RN at G/S K5**. In consideration for the time in her position, a request was also presented to increase the **step of Laci Cummings from K6 to K8**. Ald. Lampe made a motion to accept both requests, seconded by Ald. Bartz, and approved unanimously.
5. Water Systems Manager Hartz requested a **step increase for Jake Nehls** for the successful completion of a certification. Ald. Lampe moved, supported by Ald. Moldenhauer, to approve the G/S of H7 retroactive to March 5, 2025. Approved.
6. Streets Operations Manager Winkelman requested the promotion of **Vincent Riedl into the position of Light Equipment Operator at the G/S of H6 as of March 19**. Motion made by Ald. Davis, seconded by Ald. Bartz, and approved unanimously.
7. Streets Operations Manager Winkelman requested the **promotion of Daniel Kuehl into the position of Heavy Equipment Operator at the G/S of I4 as of March 19**. Motion made by Ald. Lampe, seconded by Ald. Davis, and approved unanimously.
8. Parks/Rec/Forestry Director Butteris presented a request to **modify the Town Square [Fund 26] revenue budgets, a net impact of a \$20,000 reduction** to anticipated fund balance. Ald. Lampe made a motion to approve the modification, seconded by Ald. Davis, and approved unanimously.
9. **Intrepid Investments requested a 45-day extension** of its pre-development agreement to April 15 to complete the necessary due diligence and pre-development activities outlined in its agreement. A motion was made by Ald. Davis, supported by Ald. Lampe, to approve the extension. Unanimously approved.
10. Mr. Becker sought permission to submit an **application to Dodge County Community Development Fund for a \$100,000 grant** towards the \$200,000 budget (50/50 cost share) of the Wilbur St extension project. Ald. Davis made a motion, seconded by Ald. Bartz, to approve the grant submission. Unanimously approved.

11. Finance Director Stevens provided a chart of the **mill rates for all cities in Dodge & Jefferson Counties**. In 2024, Watertown was ranked the 4th lowest out of 8 in Dodge County and 2nd lowest out of 6 in Jefferson County.
12. Finance Director Stevens provided a summary of the **financing options for the purchase of a fire department ladder truck**. His conclusion was to include the borrowing of funds for the apparatus in the annual bond issue of the year you anticipate delivery.
13. The **City's portion of the TID #4 increment** is approximately \$1,730,000. A list was compiled by city staff and presented in order for Finance Committee members to contemplate ahead of crafting allocation decisions at the March 24 meeting.
14. The police union's bargaining representative, **Labor Association of Wisconsin, has given notice that they wish to discontinue representing the Watertown police union**. No motion was offered to convene to closed session for this matter. Ald. Moldenhauer motioned, supported by Ald. Lampe, to recommend approval of the amendment to the police union agreement. Unanimously approved.
15. The City has received a request to **open negotiations for the fire union contract to be extended one year**. Ald. Bartz moved, seconded by Ald. Lampe, to convene into closed session per § 19.85(1)(c)(e) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and deliberating of or negotiating union contract (contract negotiation with IAFF Local 877). Unanimously approved through roll call vote.
16. The committee reconvened into open session.
17. Ald. Bartz moved, seconded by Ald. Davis, to convene into closed session per § 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (**Hart St. drainage improvements**). Unanimously approved through roll call vote.
18. The committee reconvened into open session.
19. Ald. Bartz made a motion, supported by Ald. Moldenhauer, to **enter into negotiations for acquiring land for Hart St. drainage improvements**. Unanimously approved.
20. Mr. Becker provided information on a **potential multifamily residential development to be erected at 100 & 104 E. Division St.** Ald. Davis, supported by Ald. Bartz, moved to convene into closed session per § 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (proposed multifamily residential development for 100 & 104 E. Division St.). Unanimously approved through roll call vote.
21. The committee reconvened into open session.
22. The City recently entered into a development agreement with Horizon Development Group to construct a 92-unit apartment complex south of the new YMCA. The developer has recently formed a new LLC as the owner of record, Lumin Terrace LLC. **The developer has requested an amendment to the development agreement to recognize this change**. No motion was offered to convene into closed session. Ald. Davis moved, seconded by Ald. Bartz, to recommend this change to the Council. Approved.
23. A local developer has been planning to construct multifamily housing between Mary St and Clark St. An offer to purchase a small triangle of property owned by the City has been received. Ald. Davis made a motion, seconded by Ald. Lampe, to convene into closed session per § 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a

closed session (**vacant land offer to purchase for a portion of 315 Mary St.** from the City).
Unanimously approved through roll call vote.

24. The committee reconvened into open session.

25. A motion was made by Ald. Davis, seconded by Ald. Moldenhauer, to **approve the sale of a portion of 315 Mary St** with necessary legal modifications as required. Approved unanimously.

26. Finance Committee adjournment. Ald. Bartz moved, seconded by Ald. Lampe, to adjourn the Finance Committee at 7:06 p.m., and was carried by unanimous voice vote.

Respectfully submitted,

Mark Stevens, Finance Director

Note: These minutes are uncorrected, and any corrections made thereto will be noted in the proceedings at which these minutes are approved.