



MINUTES OF AN OFFICIAL MEETING:

Regular / Special Meeting: Finance Committee

Date and Time: Tuesday, November 15, 2022 at 7:00 pm

Location: City Hall, 2000 N Calhoun Rd, North Conference Room

Members Present: Alderman Dave Christianson, Alderman Bob Reddin, Alderman Jason Anderson, Alderman Mike Hallquist, Alderman Scott Berg, Alderman Jerry Mellone and Alderman Kathryn Wilson

Members Excused: None

Others Present: Director of Finance and Administration Robert Scott, Director of Park and Recreation John Kelliher, Deputy Finance Director Sarah Kitsembel and Alderman Chris Blackburn

1. Roll Call

Alderman Dave Christianson noted a quorum was present and called the Finance Committee meeting to order at 7:00 pm.

2. Announcements

The next regularly scheduled Finance Committee meeting is Tuesday, December 6, 2022.

3. Minutes

a) Minutes of the November 1, 2022 regular Finance Committee meeting.

Motion by Alderman Scott Berg, second by Alderman Bob Reddin to approve the minutes of the November 1, 2022 regular Finance Committee meeting. Motion carried 7-0.

4. Unfinished Business

a) None.

5. New Business

a) Vouchers exceeding \$50,000 requiring immediate action.

Motion by Alderman Kathryn Wilson, second by Alderman Mike Hallquist to approve vouchers exceeding \$50,000 requiring immediate action. Motion carried 7-0.

b) Ordinance amending section 3.24.020 of the municipal code relative to ambulance fees.

Motion by Alderman Jerry Mellone, second by Alderman Kathryn Wilson to approve ordinance amending section 3.24.020 of the municipal code relative to ambulance fees. Motion carried 7-0.

c) Ordinance appropriating the necessary funds and adopting the budgets for the operation of the government and administration of the City of Brookfield for the year 2023.

Motion by Alderman Mike Hallquist, second by Alderman Kathryn Wilson to approve ordinance appropriating the necessary funds and adopting the budgets for the operation of the government and administration of the City of Brookfield for the year 2023. Motion carried 7-0.

- d) Ordinance levying property taxes for the General, Non-Major Special Revenue/Capital Projects and Debt Service Funds of the City of Brookfield for the year 2022 (2023 budgets).

Motion by Alderman Bob Reddin, second by Alderman Scott Berg to approve ordinance levying property taxes for the General, Non-Major Special Revenue/Capital Projects and Debt Service Funds of the City of Brookfield for the year 2022 (2023 budgets). Motion carried 7-0.

- e) Ordinance approving the authorized positions for departments of the City of Brookfield for the year 2023.

Motion by Alderman Bob Reddin, second by Alderman Jason Anderson to approve ordinance approving the authorized positions for departments of the City of Brookfield for the year 2023. Motion carried 7-0.

- f) Finance Committee only item – proposals from Verizon Wireless and other carriers to modify terms of leases for wireless communications equipment located on City property.

Director Scott presented an overview of the staff report regarding the proposals from Verizon Wireless and other carriers to modify lease terms for wireless communication equipment located on City property (copy of written report available for review in the Finance department offices). He noted that from time to time, City staff is approached by representatives of wireless carriers (typically third party agents of the carriers) with offers or questions about modifications to the City’s leases with the carriers. In most instances, the agents are seeking modifications of the lease terms to include provisions that would be more favorable to the carriers, typically citing changes in the industry, including the move to 5G, carrier consolidations, etc. Staff has generally rejected such overtures based on prior direction from the Committee. Recently, staff was contacted by consultants working on behalf of Verizon with proposals to modify the current lease terms. The proposals contained revised financial terms, plus modifications to restrictions on the use of the facilities and/or eliminating the City’s ability to consent to or review any facility modifications. Staff communicated to the Verizon representatives that the changes to the lease language would not be acceptable, and Verizon withdrew that from its proposed terms. The financial terms currently proposed would represent a reduction in lease payments from the present lease agreements, which have several years remaining in their final extension term. Staff also reported that consultants working for AT&T have also approached the City regarding similar modifications to one of its existing leases. The Committee discussed various aspects of the lease arrangements, including payment amounts, lease periods, and other factors. The consensus of the committee was that staff should continue to negotiate with the carriers and their representatives with a view to securing significant extensions in future lease periods, as long as favorable financial terms can be negotiated.

- g) Finance Committee only item – potential uses for balance of American Rescue Plan Act funds allocated to the City of Brookfield.

Director Scott presented an overview of the staff report regarding potential uses for balance of American Rescue Plan Act (ARPA) funds allocated to the City of Brookfield (copy of written report available for review in the Finance department offices). He noted that following the allocation of ARPA monies to the 2022 and 2023 budgets, the City will have approximately \$1.7 million remaining in its ARPA allocation, and staff expects that some portion of the remaining ARPA balance will be needed for the 2024 budget in similar or lower amounts than 2022 and 2023. As such, there will be some portion of the City’s ARPA funds that will be available for other purposes and must be spent by the end of 2024. Director Scott outlined the parameters for using the ARPA funds, noting that the City has significant flexibility to use the funds for “government services.” He also noted some of the purposes outlined in the law and associated regulations, in particular to aid impacted industries such as travel, tourism, and hospitality. Director Scott indicated that one potential use of the monies would be to support the net costs incurred during the startup of the Brookfield Conference Center. The Committee discussed that potential use as well as other possibilities for the funds, and raised questions of staff regarding various aspects related to the ARPA funds. The consensus of the Committee was that additional discussion is needed prior to making final decisions about the allocation of the federal funds. Item was for discussion only – no action required.

6. Adjournment

Motion by Alderman Mike Hallquist, second by Alderman Kathryn Wilson to adjourn the meeting at 7:51 pm. Motion carried 7-0.

Respectfully Submitted:

Robert W. Scott

Director of Finance and Administration