



## MINUTES OF AN OFFICIAL MEETING

**Regular Meeting of:** Finance Committee

**Date and Time:** Tuesday, December 5, 2023, at 7:30 pm

**Location:** North Conference Room, 2000 North Calhoun Road, Brookfield WI

**Members Present:** Alderman Dave Christianson (Chair), Alderman Bob Reddin, Alderman Jason Anderson, Alderman Mike Hallquist, Alderman Scott Berg, Alderman Jerry Mellone, Alderman Kathryn Wilson

**Others Present:** Director of Finance and Administration Robert Scott

**Members Absent/Excused:**

12/5/2023 - Minutes

1. Roll Call

Alderman Dave Christianson noted a quorum was present and called the Finance Committee meeting to order at 7:30 pm.

2. Announcements

- a. The next regularly scheduled Finance Committee meeting is Tuesday, December 19, 2023.

3. Approval of Minutes

- a. Minutes of the November 21, 2023, regular Finance Committee meeting.

**Motion by Alderman Bob Reddin, second by Alderman Jerry Mellone to approve the minutes of the November 21, 2023, regular Finance Committee meeting. Motion carried 7-0.**

4. Unfinished Business

5. New Business

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

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

- b. Resolution approving 2023 Parks Development fund and American Rescue Plan Act (ARPA) fund budget amendments requested by the Director of Finance and Administration: appropriate \$38,200 to Parks Development expenditure account 23350363-579600 for purposes of funding Dousman Stagecoach Inn sewer and roof repairs and Hidden Lake Park trail restoration, and to recognize \$25,000 transfer from the ARPA fund for the Dousman sewer repair.

**Motion by Alderman Bob Reddin, second by Alderman Kathryn Wilson to approve the resolution approving 2023 Parks Development fund and American Rescue Plan Act (ARPA) fund budget amendments requested by the Director of Finance and Administration: appropriate \$38,200 to Parks Development expenditure account 23350363-579600 for purposes of funding Dousman Stagecoach Inn sewer and roof repairs and Hidden Lake Park trail restoration, and to recognize \$25,000 transfer from the ARPA fund for the Dousman sewer repair. Then, motion by Alderman Jerry Mellone, second by Alderman Mike Hallquist to amend the main motion to add \$4,400 to the Parks Development fund expenditures and the related ARPA fund transfer. Motion carried 7-0. A vote was then taken on the main motion as amended and carried 7-0.**

- c. Resolution approving request of the Director of Finance and Administration for approval of 2024 fuel purchases from E.H. Wolf and Sons, Inc.

**Motion by Alderman Bob Reddin, second by Alderman Jason Anderson to approve the resolution approving request of the Director of Finance and Administration for approval of 2024 fuel purchases from E.H. Wolf and Sons, Inc. Motion carried 7-0.**

- d. Resolution approving request of the Fleet Services Division to purchase replacement vehicles and equipment for City Hall – Inspection Services division, Highway division, Parks, Recreation and Forestry department, and Water Utility (2024 budget).

**Motion by Alderman Mike Hallquist, second by Alderman Kathryn Wilson to the resolution approving request of the Fleet Services Division to purchase replacement vehicles and equipment for City Hall – Inspection Services division, Highway division, Parks, Recreation and Forestry department, and Water Utility (2024 budget). Motion carried 7-0.**

- e. Resolution approving request of the Library to purchase materials from Baker & Taylor for up to a total of \$180,000 (2024 budget item).

**Motion by Alderman Scott Berg, second by Alderman Mike Hallquist to approve the resolution approving request of the Library to purchase materials from Baker & Taylor for up to a total of \$180,000 (2024 budget item). Motion carried 7-0.**

- f. Finance Committee only item – proposals from Crown Castle for extension of wireless tower license agreements at Brookfield Square and Mound Zion Park.

**Director Scott presented an overview of the staff report regarding this item (copy of written report available for review in the Finance department offices), noting that Crown Castle has contacted the City to pursue extensions of their wireless tower license agreements at Brookfield Square and Mound Zion Park. At Brookfield Square, which presently runs through 2026, Crown Castle is proposing to terminate the current agreement in 2024 and extend the license agreement at the current payment level for an extension of 30 years. Staff is drafting the new agreement for that site for Committee and Council consideration at a future meeting.**

**At the Mound Zion location, for which the current lease runs through 2031, Crown Castle is proposing terminate the current agreement in December 2024 and is seeking a rent concession. The difference in the payments between the proposal and the current agreement is approximately \$70,000 through 2031 and staff was seeking direction from the Committee as to how to proceed. Discussion then ensued and the consensus of the Committee was to direct staff to submit a counter proposal to Crown Castle with payments closer to the current license agreement. No formal vote was taken.**

## 6. Adjournment

**Motion by Alderman Bob Reddin, second by Alderman Mike Hallquist to adjourn the meeting at 7:50 pm. Motion carried 7-0.**

Respectfully submitted: Robert W. Scott - Finance Department - Director of Finance and Administration