

**CITY OF NEENAH
FINANCE AND PERSONNEL COMMITTEE MEETING
Monday, March 9, 2020 – 6:30 p.m.
Hauser Room, Neenah City Administration Building
211 Walnut Street, Neenah, Wisconsin**

MINUTES

Present: Chairman Erickson; Aldermen Boyette, Kunz, Steele and Stevenson; City Attorney Godlewski; Assistant Comptroller Kahl.

Others Present: Director of Community Development and Assessment Haese, Deputy Director of Community Development and Assessment Schmidt, Assistant Planner Kasimor.

Absent/Excused: Mayor Kaufert.

Public Appearances: None.

Minutes: **Motion/Second/Carried Kunz/Boyette to approve the minutes from the February 19, 2020 Special Meeting and from the February 24, 2020 Regular Meeting.** All voting aye.

Addendum to Development Agreement - Integrity Acres Subdivision: Committee reviewed memo of Deputy Director Schmidt recommending Council approve the Addendum to the Development and Fee Agreement for Integrity Acres. Under the proposed Addendum, the City would remove the requirement to install a 2" temporary mat in the Integrity Acres subdivision, consistent with the Development Agreement for the 1st Addition to Integrity Acres subdivision. In doing so, the City would reimburse the developer \$23,310 in escrowed funds associated with the 2" mat, but would hold \$6,700 in escrow for the purpose of gravel street maintenance.

Committee discussion centered mainly on steps the City can take to make homeowners in new subdivisions, such as Integrity Acres, aware of their pending responsibility for special assessments once the final street is installed. Committee also discussed maintenance of the gravel road in Integrity Acres between now and final street installation.

Motion/Second/Carried Stevenson/Boyette recommending Council approve the Addendum to the Development and Fee Agreement for Integrity Acres. All voting aye.

Acquisition of 122 W. Peckham Street and 1313 S. Commercial Street with Community Development Block Grant Funds: Committee reviewed memo of Assistant Planner Kasimor requesting authorization to acquire the properties at 122 W. Peckham Street and 1313 S. Commercial Street, in an amount not to exceed \$50,000 of CDBG funds. The properties would be used to construct a storm water facility, in addition to possible future development along South Commercial St. The City previously acquired two adjacent parcels to aid in the future construction of a storm water facility in this location.

Committee reviewed the full section of South Commercial St. from Byrd Ave. to W. Peckham St. and discussed potential future development on this block. Ald. Erickson

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supported the proposed acquisitions, but expressed concern over the City's rising maintenance responsibilities associated with City-acquired properties.

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Motion/Second/Carried Kunz/Steele requesting Council authorize acquisition of the properties at 122 W. Peckham Street and 1313 S. Commercial Street, in an amount not to exceed \$50,000 of CDBG funds. All voting aye.

Community Development Auto Purchase: Committee reviewed memo of Director Haese requesting authorization to purchase a 2018 Chevrolet Cruz LT from Bergstrom Automotive in the amount not to exceed \$17,765. This vehicle would replace a 2006 Ford Taurus that Public Works staff has deemed unrepairable. In a review of smaller economy sedans available, Community Development staff determined the Chevrolet Cruz to have the best value for department needs.

Committee discussed several vehicle acquisition options with Director Haese, including leasing, exploring other makes and models, and sustainable vehicles.

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Motion/Second/Carried Kunz/Stevenson to recommend Council authorize the Department of Community Development to purchase a 2018 Chevrolet Cruz LT from Bergstrom Automotive in the amount not to exceed \$17,765. All voting aye.

Motion/Second/Carried Boyette/Stevenson to adjourn the meeting at 7:24 p.m. All voting aye.

Respectfully submitted,



Andrew Kahl, CPA
Assistant Comptroller