



MINUTES OF THE FINANCE COMMITTEE

TUESDAY, JANUARY 02, 2024 AT 5:30 PM

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

AGENDA

CALL TO ORDER: The meeting was called to order at 5:47 PM. Members present were Karin Tepley, Melony Walters, and Ryan Cairns.

APPROVE AGENDA: Motion by Walters to approve the current meeting agenda as presented. Seconded by Cairns. Motion carried 3-0.

APPROVAL OF MINUTES: Motion by Tepley to approve the minutes of the December 5, 2023 Finance Committee as presented. Seconded by Walters. Motion carried 3-0.

PAYMENT OF BILLS: Motion by Walters to approve the January 2nd Council bills as presented. Seconded by Tepley. Motion carried 3-0.

CLERK/TREASURER'S REPORT: Clerk Joyce presented the Delinquent Account Report. He also noted that the 2023 property tax collection has been brisk and collections have exceeded the December collection last year.

ECONOMIC DEVELOPMENT DIRECTOR REPORT: Economic Development Director Glasbrenner reported that the Highway 14 E annexation for the Richland Hospital property will be considered later in the evening during the Common Council meeting. The recent Highway 14 traffic study is complete and will be discussed at the January 10th Planning Commission meeting. Negotiations are continuing for the Panorama buildings #2 & #3. Ehlers has contacted the developer for an update. Glasbrenner said that the Allison Park subdivision is progressing with conceptual design, but there is no timeline. He said conversations continue with a potential developer on the Stori Field site. There is also work being done on retail projects. Regarding the development at Jefferson School, potential zoning changes are being worked on. Finally, the wayfinding & entrance sign project will go to Planning and Council in the coming weeks.

DISCUSSION AND ACTION ITEMS

6. **Amendment of Financial Policy Allowing for Payment Plans**

This item has been discussed previously. The Clerk/Treasurer's office has made payment plans available to those in need; however, the city's financial policy does not include any provisions related to payment plans. To incorporate payment plans into the Financial Policy, the following provision should be added: "E. Accounts Receivable: e. Payment Plans. Subject to eligibility requirements, payment Plans may be established in accordance with the standard operating procedures for payment plans". Motion by Walters to recommend to the Common Council to amend the City of Richland Center's Financial Policy to authorize payment plans in accordance with the standard operating procedures for payment plans. Seconded by Tepley. Motion carried 3-0.

7. **Recommend Wayfinding Signage Bid Award**

No action on this item. It will go to the Planning Commission first and return to the Finance Committee at a later meeting.

8. **Request for Continued Financial Services from Southwestern Wisconsin Regional Planning Commission**

No action at this meeting.

SET NEXT MEETING DATE: The next regular meeting of the Finance Committee will be February 6th.

ADJOURN: Motion by Cairns to adjourn the meeting. Seconded by Tepley. Motion carried 3-0 at 6:04 PM.

Minutes respectfully submitted by Aaron Joyce, City Clerk.