

Finance Committee
Monday, January 31, 2022

Members Present: Cheryl Braun, Richard Evans John Schuster

Also Present: Meagan Buchda, Mayor Dan Wegener, Ashton Zeien

1. The meeting was called to order at 6:30PM and roll was taken
2. Chery Braun motioned, and John Schuster seconded to approve the agenda with changing original item 10 Review, discuss and possibly approve the funding for the NFC Fitness Court to the first item to discuss. Motion carried.
3. Cheryl Braun motioned, and John Schuster seconded to approve the November 2, 2021, minutes. Motion carried.
4. Public Comment: None
5. Review, discuss and possibly approve the funding for the NFC Fitness Court – Ashton Zeien presented the request from recreation department for funds to complete the NFC Fitness Court. This is an outdoor fitness court in place of the splash pad that was originally being researched. The cost for the splashpad for installation and maintenance and annual cost were prohibitive. The outdoor fitness court will only have the initial cost of setup and installation. It is an outdoor gym that includes options for exercise as we do not have a fitness facility in Juneau and for now, we are not able to use the school. There is no summer maintenance, and it can be used in the winter after shoveling with a plastic shovel to remove any snow and ice. Ashton has received grants totaling \$130K and there is an additional need for not more than 45K to complete the project. Cheryl Braun motioned, and Richard Evans seconded to move \$45K from the funds designated for the splashpad from the loan funds allocated to recreation to be used in conjunction with the grant funds to complete the purchase of the NFC Fitness Court. Motion carried. Move to Council for approval.
6. Review, discuss and possibly approve the increase in city fee for variance requests. Currently the fee for a variance request is \$400.00. Due to the number of people to be contacted and the time involved to meet the requirements for a variance meeting, we do not believe we are covering the costs incurred. Richard Evans motioned, and John Schuster seconded to increase the fee to \$750.00. Motion carried. Move to Council for approval.
7. Review, discuss and possibly approve outsourcing payroll through ADP. Will not be pursuing this as we will be considering moving to Caselle that is part of the City software we currently use.
8. Review, discuss and possibly approve the upgrade from Civic Systems for Caselle software. There is a need for an upgrade to the software for Civic Systems which we currently use for our City. There were funds to be used for this upgrade in the amount of \$9,720 from last year. The

addition of moving the payroll over to Caselle would be an additional \$9150. We would still have the annual fee we pay of \$12,428 for the year for support services. This software includes a software for life, meaning we will never need to purchase another upgrade at any point in the future. The total cost of \$18,870 for the upgrade includes the conversion/setup for payroll from ADP and training for the users. Richard Evans motioned, and Cheryl Braun seconded to approve the software purchase agreement for Civic Systems to upgrade our current software and implement the payroll system at a cost not to exceed \$18,870.00. Motion carried. Move to Council for approval. Meagan is to advise where she believes these funds can be taken for the balance of the cost that was not already included in the budget.

9. Review, discuss and possibly approve the addition of the replacement of 6 window units in the Library to the Capital expenditures list of city building projects. We can't act on this at this time as there were not funds delegated and none available in capital expenditures of City Buildings. We will need to look further at what is available at the library and in the city budget for the future. Quotes were provided.
10. Review, discuss and possibly approve the replacement of equipment quote for the walk-in cooler at the Community Center. Currently the cooler has been fixed. There has been a request made for additional quotes. Sent back to DPW for those quotes.
11. Review and discuss a business expansion within a TID with City assistance. Nothing currently. Meagan will gather additional information and put on a future agenda as a closed session item.
12. Review financial from 2021 – Meagan provided information for the year end for as far as it is completed. There are still additional entries to be made so the numbers are not final. This is for information only.
13. Old business: None
14. New Business: None
15. Set Date and time for next meeting: Tuesday, March 1, 2022, at 6:30 PM at City Hall
16. Cheryl Braun motioned, and John Schuster seconded to adjourn the meeting at 8:41PM.

Minutes reported by:
Cheryl Braun