



CITY OF PORT WASHINGTON, OZAUKEE COUNTY, WI
GENERAL GOVERNMENT AND
FINANCE COMMITTEE MEETING
TUESDAY, MARCH 19, 2024 AT 5:45 P.M.
Port Washington City Hall, 100 W. Grand Avenue,
Port Washington, WI 53074
Council Chambers Side Conference Room

MINUTES

- 1. Roll Call-** Members present were Alderpersons Jonathan Pleitner, Dan Benning, and Deborah Postl. Also present was City Administrator Melissa Pingel, City Clerk Susan Westerbeke, ACA/HR Director Emily Blakeslee.
- 2. Approve Minutes of the Previous Meeting-** MOTION MADE BY ALD. POSTL, SECONDED BY ALD. BENNING TO APPROVE THE MINUTES OF THE PREVIOUS MEETING AS PRESENTED. Motion carried unanimously.
- 3. Fourth Quarter 2023 Financial Report-** Finance Director-Treasurer Mark Emanuelson was present to review the Fourth Quarter 2023 Financial Report.
- 4. Consideration and Possible Action on a National Fish and Wildlife Foundation Grant Agreement for Creating a Resilient and Sustainable Valley Creek Corridor-** Public Works Director Rob Vanden Noven and City Engineer Roger Strohm were present to review the grant agreement. In response to recent flooding, streambank erosion and stream downcutting threatening existing sewer and water utilities that run alongside or underneath Valley Creek, combined with significant vegetation loss caused by invasives and erosion, the City has responded by researching solutions to these problems as well as the funding sources to pay for them. In 2023, with the assistance of the Lakeshore Natural Resources Partnership and Stantec, the City applied for a grant from NFWF to create a resilient and sustainable Valley Creek. In January 2024, it was announced that the City of Port Washington would be the recipient of a grant for \$915,000. The grant will also fund engineered solutions for flooding, human access, conservation, and protection of the bike trail and various street crossings. The next step will be to select an engineering firm. Melissa Curran, Environmental Scientist/Botanist for Stantec was present to provide a presentation on the grant and its objectives. MOTION MADE BY ALD. POSTL, SECONDED BY ALD. BENNING TO RECOMMEND APPROVAL OF THE NATIONAL FISH AND WILDLIFE FOUNDATION GRANT AGREEMENT FOR CREATING A RESILIENT AND SUSTAINABLE VALLEY CREEK CORRIDOR AS PRESENTED. Motion carried unanimously.
- 5. Resolution 2024-1: Resolution Authorizing The Redemption Of The City's Taxable Water System Revenue Bond Anticipation Notes, Series 2021, Dated October 28, 2021-** Finance Director-Treasurer Mark Emanuelson was present to review the Bond Anticipation Note (BAN). As part of the closing process on the Safe Drinking Water Loan to fund the Water Plant Renovation Project, the current outstanding BAN must be paid off by the Friday after closing, which is currently scheduled for Wednesday April 24, 2024. MOTION MADE BY ALD. BENNING, SECONDED BY ALD. POSTL TO RECOMMEND APPROVAL OF RESOLUTION 2024-1, AUTHORIZING THE REDEMPTION OF THE CITY'S TAXABLE WATER SYSTEM REVENUE BOND ANTICIPATION NOTES, SERIES 2021, DATED OCTOBER 28, 2021 AS PRESENTED. Motion carried unanimously.
- 6. Consideration and Possible Action on a Municipal Advisory Agreement with Wisconsin Public Finance Professionals, LLC for the \$21,500,000 Safe Drinking Water Loan-** Finance Director-Treasurer Emanuelson reviewed the Municipal Advisory Agreement from Carol Wirth, Wisconsin Public Finance Professionals, LLC, is an engagement letter to serve as the City's municipal advisor for the \$21,500,000 Safe Drinking Water Loan. The letter identifies what the role of municipal advisor will be for this transaction. The Municipal Advisor fees for these services are \$15,000. MOTION MADE BY ALD. POSTL, SECONDED BY ALD. BENNING TO RECOMMEND APPROVAL OF THE MUNICIPAL ADVISORY AGREEMENT WITH WISCONSIN PUBLIC FINANCE PROFESSIONALS, LLC FOR THE \$21,500,000 SAFE DRINKING WATER LOAN AS PRESENTED. Motion carried unanimously.

5. **Consideration and Possible Action on Scope of Engagement with Quarles and Brady LLP for the \$21,500,000 Safe Drinking Water Loan for the City of Port Washington, WI-** Finance Director Treasurer Emanuelson reviewed the Scope of Engagement Letter. The attached letter from Quarles and Brady, is an engagement letter to serve as the City's bond counsel for the \$21,500,000 Safe Drinking Water Loan for the City of Port Washington, Wisconsin. The letter identifies what the role of bond counsel is in this transaction. The estimated fee to complete these services is \$20,000. MOTION MADE BY ALD. BENNING, SECONDED BY ALD. POSTL TO RECOMMEND APPROVAL OF THE SCOPE OF ENGAGEMENT WITH QUARLES AND BRADY LLP FOR THE \$21,500,000 SAFE DRINING WATER LOAN AS PRESENTED. Motion carried unanimously.

8. **Chairman's Business-** None.

9. **Member's Business-** None.

10. **Public Comments/Apearances-** Ald. John Sigwart inquired about the accounting process to be used relating to the National Fish and Wildlife Foundation Grant. The Public Works Director provided an explanation of the financial management of similar grants as reference.

11. **Adjournment** MOTION MADE BY ALD. POSTL, SECONDED BY ALD. BENNING TO ADJOURN THE MEETING AT 6:09 P.M. Motion carried unanimously.

Respectfully submitted,
Susan L. Westerbeke, City Clerk