

## FINANCE & PERSONNEL COMMITTEE

October 9, 2018

PRESENT: Chairperson Rusniak, Members Wintringer, Kohler, Alternate Member Hegy

ABSENT/EXCUSED: Member Fulop

ALSO PRESENT: City Administrator Volkert, City Clerk Hetzel, Finance Director Timm

Call to Order – Chairperson Rusniak called the meeting to order at 6:45 p.m. in the Common Council Chambers of Hartford City Hall, 109 North Main Street.

Roll Call – All members of the Committee were present except Alderperson Fulop, who was absent and excused. Alternate Member Hegy was also present.

Public Comment Period – None.

Licenses – MOTION by Alderperson Hegy, and seconded by Alderperson Kohler recommending to the Common Council the following license: (bartender) Jamie Matter. MOTION CARRIED.

Uncollectible Personal Property Taxes - Each year, as part of the year-end process, any personal property taxes that remain unpaid are proposed to be written off. This action does not dismiss the unpaid tax, but recognizes the diminishing likelihood that the amount will be collected in full. The City will continue its efforts to collect the delinquent personal property taxes before charging them back to a taxation jurisdiction. Failure to collect on any business still in operation where the unpaid amount exceeds \$500 will be turned over to the City Attorney for processing. The total write-offs equal \$1,348.98 of which a portion will ultimately be the City's share of the loss. Losses in excess of budgeted amounts are covered by undesignated fund balance in the General Fund.

MOTION by Alderperson Wintringer, and seconded by Alderperson Hegy recommending to the Common Council approving the write-off of uncollectible personal property taxes for the year 2017 in the amount of \$1,348.98. MOTION CARRIED.

Assessment Services – The City's current contract with Accurate Appraisal for assessment services expires as of December 31, 2018. Proposals were solicited for years 2019-2021. Two proposals were received, with Associated Appraisal Consultants being recommended. As there have been some issues with the City's current assessment firm, staff believes that the increased cost will be justified with a much higher level of service. City Administrator Volkert provided information on the assessment services, and responded to questions.

MOTION by Alderperson Wintringer, and seconded by Alderperson Hegy recommending to the Common Council approving a contract with Associated Appraisal Consultants, Inc. for years 2019-2021. MOTION CARRIED.

Investment Firms – The City has been approached by Charles Schwab & Company to become the City's investment broker. What they present is the same level of service, a larger pool of investments which are still equally safe options as dictated under the City's investment policy, and their fees are nearly \$20,000 less per year. A representative for Charles Schwab provided information on the proposal, and responded to questions.

**Finance & Personnel Committee (10/9/2018)**

MOTION by Alderperson Wintringer, and seconded by Alderperson Kohler recommending to the Common Council moving the City investments to Charles Schwab & Company. MOTION CARRIED.

Adjournment – MOTION by Alderperson Hegy, and seconded by Alderperson Wintringer for adjournment. MOTION CARRIED.

Respectfully submitted,  
Lori Hetzel, City Clerk

LH:pb  
FPOCT9.18  
Compiled by Pat Borlen, Deputy Clerk

