



MINUTES

JOINT MEETING CITY FINANCE COMMITTEE MEAD PUBLIC LIBRARY BOARD MONDAY, JULY 30, 2012

PRESENT: Chairperson Hammond, Ald. Dekker, Carlson, Donohue and Roeseler

LIBRARY BOARD: Maeve Quinn, Chad Stauber Soik, Kathie Norman, Dirk Zylman, Dolcye Johnson

OTHERS PRESENT: Ald. Kath, James Amodeo, Chief Jeff Hermann, Chief Domagalski, David Biebel, Chad Pelishek, Nancy Buss, Mark Zehfus, Sharon Winkle, Marilyn Montemayor, John Rummele, Gerald Van De Kreeke, Marge Mattern, Julia Hollister, Domenic Miosi and Dan Benson

1. Chairperson Hammond called the City Finance meeting to order, Chairperson Quinn called the Mead Public Library Board meeting to order.
2. Pledge of Allegiance was recited by all present
3. Presentation and discussion: Library services and staffing.
4. **5:45 p.m. – Joint Meeting of the City Finance Committee and the Library Board adjourned.**
5. Motion by Ald. Carlson, second by Ald. Roeseler to approve the minutes of July 9, 2012.
MOTION CARRIED, ALL AYE

6. Chief Administrative Officer's Update – No Report

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| 7. RC 95-12-13
DOC. 7.5
7/16/12 | Finance Committee was referred RO 83-12-13, a communication from Kelly Heyn, Executive Director of Meals on Wheels submitting an Offer-To-Purchase a parcel of land immediately to the West of their property on South Taylor Drive. | APPROVE AMENDED PURCHASE PRICE OF \$10,000, WITH THE CONDITION THE BUYER PROVIDE A LEGAL DESCRIPTION OF THE PARCEL.
MOTION: ALD. ROESLER
SECOND: ALD. CARLSON
MOTION CARRIED, ALL AYE |
| 8. RES 43-12-13
DOC. 6.10
7/16/2012 | Resolution repealing RES 128-11-12 relating to ratifying and implementing a special charge for garbage and refuse disposal services provided by the City | APPROVE
MOTION: ALD. DEKKER
SECOND: ALD. ROESLER
MOTION FAILED 1-AYE 4-NAY
AYE: ALD. DEKKER
NAY: ALD. HAMMOND, CARLSON
DONOHUE & ROESLER |
| ALD. ROESLER WAS EXCUSED AT 6:00 P.M. | | |
| 9. RES 36-12-13
DOC. 6.3
7/16/2012 | Resolution amending the City's selling policies for the Sheboygan Business Center to provide for payment of a commission on the successful sale of available vacant land. | APPROVE
MOTION: ALD. CARLSON
SECOND: ALD. DONOHUE
MOTION CARRIED, ALL AYE |

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| 10. RES 37-12-13
DOC. 6.4
7/16/2012 | Resolution adopting the 2012 Analysis of Impediments to Fair Housing Plan as prepared by the Department of City Development. | APPROVE
MOTION: ALD. CARLSON
SECOND: ALD. DONOHUE
MOTION CARRIED, ALL AYE |
| 11. RES 38-12-13
DOC. 6.5
7/16/2012 | Resolution approving an amendment to the TID #11 Project Plan. | APPROVE
MOTION: ALD. CARLSON
SECOND: ALD. DEKKER
MOTION CARRIED, ALL AYE |
| 12. RES 39-12-13
DOC. 6.6
7/16/2012 | Resolution approving an amendment to the TID #12 Project Plan. | APPROVE
MOTION: ALD. CARLSON
SECOND: ALD. DEKKER
MOTION CARRIED, ALL AYE |
| 13. 2012 BUDGET
TRANSFER | Resolution to authorize a transfer of appropriations in the 2012 Budget for the purpose of establishing estimated revenue and appropriation for State of Wis. Local Road Improvement Program funding. | APPROVE
MOTION: ALD. DONOHUE
SECOND: ALD. CARLSON
MOTION CARRIED, ALL AYE |
| 14. COM 5-12-13
DOC 11.4
7/16/2012 | Communication from Ald. Hammond requesting that RES #231-03-04 by Ald. Graf, Wenninger, Bonnett, Doyle and Stephen establishing a policy for applying the undesignated fund balance for the General Fund's ensuing year's budget and to draft a resolution to establish a Fund Balance Policy in accordance with GASB #54. | APPROVE
MOTION: ALD. CARLSON
SECOND: ALD. DONOHUE
MOTION CARRIED, ALL AYE |
| 15. RES 44-12-13
DOC. 11.3
7/16/2012 | Resolution committing fund balances in accordance with GASB #54. | APPROVE WITH AMENDMENT
FOR THE REMAINING ONE-HALF
OF THE FUND BE ALLOCATED BY
THE COUNCIL BETWEEN
INFORMATION TECHNOLOGY,
PUBLIC PROTECTION & SAFETY,
DEPT. OF PUBLIC WORKS AND
CITY DEVELOPMENT.
MOTION: ALD. CARLSON
SECOND: ALD. DONOHUE
MOTION CARRIED, ALL AYE |
| 16. RO 63-12-13
DOC 10.2
6/18/2012 | Summary of the 2013 budget requests for the General, Special Revenue, Debt Service and Capital Project Funds. The comparison is to the 2012 original budget. | APPROVE
MOTION: ALD. DONOHUE
SECOND: ALD. CARLSON
MOTION CARRIED 4-AYE/1-NAY
AYE: ALD. HAMMOND, CARLSON,
DONOHUE / NAY: ALD. DEKKER |
| 17. RO 64-12-13
DOC 10.3
6/18/2012 | Summary of the 2013 budget requests for the Enterprise, Enterprise, Internal Service and Trust Funds. The comparison is to the 2012 original budget. | APPROVE
MOTION: ALD. DONOHUE
SECOND: ALD. CARLSON
MOTION CARRIED 4-AYE/1-NAY
AYE: ALD. HAMMOND, CARLSON,
DONOHUE / NAY: ALD. DEKKER |

- 18. RC 81-12-13**
DOC 5.3
7/02/2012
- Law & Licensing Committee reviewed the proposed City Attorney's 2013 Budget as in the summary of the 2013 budget requests for the General Fund contained in RO #63-12-13 by the CAO, and recommends approval with increasing Account #10119100-521900 (Contracted Services) \$95.
- APPROVE**
MOTION: ALD. DONOHUE
SECOND: ALD. CARLSON
MOTION CARRIED 4-AYE/1-NAY
AYE: ALD. HAMMOND, CARLSON, DONOHUE / NAY: ALD. DEKKER
- 19. RC 82-12-13**
DOC. 5.4
7/02/2012
- Salaries & Grievances Committee reviewed RO #63-12-13 by the CAO submitting the 2013 budget requests for the General, Special Revenue, Debt Service and Capital Project Funds.
- APPROVE**
MOTION: ALD. DONOHUE
SECOND: ALD. CARLSON
MOTION CARRIED 4-AYE/1-NAY
AYE: ALD. HAMMOND, CARLSON, DONOHUE / NAY: ALD. DEKKER
- 20. RC 83-12-13**
DOC. 5.5
7/02/2012
- Salaries & Grievances Committee reviewed RO #64-12-13 by the CAO submitting the 2013 budget requests for the Enterprise, Internal Service and Trust Funds.
- APPROVE**
MOTION: ALD. DONOHUE
SECOND: ALD. CARLSON
MOTION CARRIED 4-AYE/1-NAY
AYE: ALD. HAMMOND, CARLSON, DONOHUE / NAY: ALD. DEKKER
- 21. RC 98-12-13**
DOC. 7.8
7/16/2012
- Finance Committee was referred RO #63-12-13 by the CAO submitting a summary of the 2013 budget requests for the General, Special Revenue, Debt Service and Capital Project Funds, and recommends increasing the Municipal Court's 2013 Budget Software Maintenance Account \$640 and referring the document to the Finance & Strategic Fiscal Planning Committees and Committee of the Whole.
- APPROVE**
MOTION: ALD. DONOHUE
SECOND: ALD. CARLSON
MOTION CARRIED 4-AYE/1-NAY
- 22. RC 99-12-13**
DOC. 7.9
7/16/2012
- Public Works Committee was referred RO #63-12-13 by the CAO submitting a summary of the 2013 budget requests for the General, Special Revenue, Debt Services and Capital Project Funds, and recommends approval with increasing the Construction Materials Account \$130,000 and to delete four people from the Sanitary Sewer Maintenance Account.
- APPROVE**
MOTION: ALD. DONOHUE
SECOND: ALD. CARLSON
MOTION CARRIED 4-AYE/1-NAY
AYE: ALD. HAMMOND, CARLSON, DONOHUE / NAY: ALD. DEKKER
- 23. RC 100-12-13**
DOC. 7.10
7/16/2012
- Finance Committee was referred RO #64-12-13 by the CAO submitting the summary of the 2013 budget requests for the Enterprise, Internal Service and Trust Funds and recommends it be accepted and referred to the Finance Committee.
- APPROVE**
MOTION: ALD. DONOHUE
SECOND: ALD. CARLSON
MOTION CARRIED 4-AYE/1-NAY
AYE: ALD. HAMMOND, CARLSON, DONOHUE / NAY: ALD. DEKKER
- 24. RC 101-12-13**
DOC. 7.11
7/16/2012
- Public Works Committee was referred RO #64-12-13 by the CAO submitting the summary of the 2013 budget requests for the Enterprise, Internal Service and Trust Funds and recommends the document be approved.
- APPROVE**
MOTION: ALD. DONOHUE
SECOND: ALD. CARLSON
MOTION CARRIED 4-AYE/1-NAY
AYE: ALD. HAMMOND, CARLSON, DONOHUE / NAY: ALD. DEKKER

- 25. RC 102-12-13** Finance Committee was referred RC #81-12-13 by **APPROVE**
DOC. 7.12 Law & Licensing who reviewed the proposed City **MOTION: ALD. DONOHUE**
7/16/2012 Attorney 2013 Budget as set forth in the summary **SECOND: ALD. CARLSON**
of the 2013 budget requests for the General Fund **MOTION CARRIED 4-AYE/1-NAY**
contained in RO #63-12-13 by the CAO dated June **AYE: ALD. HAMMOND, CARLSON,**
18, 2012, which was referred to this Committee **DONOHUE / NAY: ALD. DEKKER**
and approved the budget with increasing Account
#10119100-521900 (Contracted Services) \$95.
- 26. RC 103-12-13** Finance Committee was referred RC #82-12-13 by **APPROVE**
DOC. 7.13 the Salaries & Grievances Committee who reviewed **MOTION: ALD. DONOHUE**
7/16/2012 RO 63-12-13 by the CAO submitting the summary **SECOND: ALD. CARLSON**
of the 2013 budget request for the General, Special **MOTION CARRIED 4-AYE/1-NAY**
Revenue, Debt Service and Capital Project Funds, **AYE: ALD. HAMMOND, CARLSON,**
recommends that the documents be accepted and **DONOHUE / NAY: ALD. DEKKER**
referred to the Finance and Strategic Fiscal
Planning Committees and Committee of the Whole.
- 27. RC 104-12-13** Finance Committee was referred RC #83-12-13 by **APPROVE**
DOC. 7.14 Salaries & Grievances Committee who reviewed RO **MOTION: ALD. DONOHUE**
7/16/2012 #64-12-13 by the CAO submitting the 2013 budget **SECOND: ALD. CARLSON**
requests for the Enterprise, Internal Service and **MOTION CARRIED 4-AYE/1-NAY**
Trust Funds, recommends that the documents be **AYE: ALD. HAMMOND, CARLSON,**
accepted and referred to the Finance and Strategic **DONOHUE / NAY: ALD. DEKKER**
Fiscal Planning Committees and Committee of the
Whole.
28. Date of next meeting – August 13, 2012
29. Motion by Ald. Carlson, second by Ald. Donohue to adjourn.
MOTION CARRIED, ALL AYE

NANCY BUSS
SANDY DIENER