

FINANCE COMMITTEE MINUTES
September 04, 2012
City Hall – 1st Floor Conference Room - West

Finance Chairperson Scott McMeans called the meeting to order at 6:00 PM

Present: Alderpersons Scott McMeans, Christopher Able, James Brey, Eric Sitkiewitz & Collin Braunel (6:07 PM)

Absent: None

Also Present: Mayor Justin Nickels, Finance Director/Treasurer Steve Corbeille, Assistant Finance Director/Treasurer Tony Scherer, Director of Public Works/Parks and Recreation/City Engineer Valerie Mellon, Police Chief Oscar Dick, Fire Chief Bill Manis, Deputy Fire Chief Todd Blaser, City Planner Dave Less, City Assessor Sarah Hoppe and HTR Reporter Charlie Mathews.

Public Input

No public input was presented.

Approval of Minutes

Motion by Alderperson Sitkiewitz, second by Alderperson Able to approve the minutes of August 20th, 2012 Finance Committee meeting. Motion carried unanimously (4-0).

Update and Discussion Regarding City of Manitowoc 2013 Budget

Alderperson McMeans turned the meeting over to Finance Director/Treasurer Steve Corbeille. The Finance Director discussed a number of topics. He began by passing out a debt chart explaining where the City was with their debt and the need to use a large portion of the 2012's levy for debt payments. Steve went on to say that he had contacted our agent at Robert W. Baird to perform some analyses on our current debt structure to see if there was any way to relieve some of the current debt pressure by projecting it into the future. The Committee then discussed many aspects of the City's debt including current levels and items that should and should not be borrowed for.

The Finance Director went on to discuss the proposed use of non-lapsing funds to assist with the purchases of large capital items from the General Fund as well as removing the peaks and valleys from functions like snow removal, motor pool (gasoline & equipment) and legal fees. He also explained to the Committee that it was the Mayor's intent to take items such as retirement payouts and background checks out of individual budgets and pool them into one place.

Corbeille also discussed the City's Capital Improvement Plan stating that the goal was to put forth a more realistic document. In past years, as money tightened and less was being spent on Capital, departments just pushed items out to the 4th and 5th years of the plan. To users of the document (Moody's, Investors, Etc.), it looked as though the

City was planning some very large outlays of Capital in the near future that wasn't necessarily true. He informed the Committee of the changes that have been proposed to make the document more meaningful.

The Finance Director/Treasurer then passed out a condensed version of the budget for the Committees review and comment. Corbeille explained that although there were many less pages, the trade-off was the loss of detail. He also expressed to the Committee his desire to designate a couple of Finance Committee members to meet with the Mayor and Finance Department in order to discuss some of the difficulties being faced in the 2013 budget and the options being considered to alleviate them. In this way, the Committee stays more abreast of what is going on (fewer surprises) and keeps the lines of communication open. One other topic discussed was the budgeting of a contingency amount for anticipated increases to the Wisconsin Retirement System.

The discussion then turned back to the non-lapsing funds. The Committee discussed the situations where they might be used, how they would operate, and who would oversee the balances. This concluded the Committee's deliberations.

Motion by Alderperson Sitkiewitz, second by Alderperson Braunel to adjourn. Motion carried unanimously (5-0). Chairman McMeans declared the meeting adjourned at 6:35 PM.

Respectfully Submitted,

Alderman Scott McMeans
By: Anthony Scherer
Assistant Finance Director

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