

## FINANCE COMMITTEE MINUTES

May 20, 2013

Scheduled: City Hall – 1<sup>st</sup> Floor Conference Room #111 – West

Moved due to IT issues: City Hall – 1<sup>st</sup> Floor Conference Room #101 - East

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

Present: Alderpersons Scott McMeans, Christopher Able, James Brey, Eric Sitkiewitz and Tyler Martell.

Absent: None

Also Present: Alderpersons Dave Soeldner, Jason Sladky and Mike Howe, Finance Director/Treasurer Steve Corbeille, Assistant Finance Director/Treasurer Tony Scherer, Deputy Director of Public Works Greg Minikel, Fire Chief Bill Manis and Deputy Fire Chief Todd Blaser, City Planner Dave Less, City Assessor Sarah Hoppe and HTR reporter Charlie Mathews.

### **Approval of Minutes**

Motion by Alderperson Brey, second by Alderperson Able to approve the minutes of the April 15, 2013, Finance Committee Meeting. Motion passed unanimously.

### **Public Input**

There was no one from the public wishing to present to the Finance Committee at this meeting.

### **2012 Carry-Forward Resolution**

Alderman McMeans summarized the documents provided to the Committee. Finance Director/Treasurer Steve Corbeille pointed out and clarified three item changes. It was also made clear that the resolution, if recommended by the Committee, would not come forward until the June 3<sup>rd</sup> meeting for consideration by the full Council.

Motion by Alderman Able, second by Alderman McMeans to recommend approval of the carry-forward resolution to include \$266,697.77 of general fund requests as well as all special revenue, debt service, capital projects, enterprise and internal service fund balances, as amended.

The Committee discussed the Fire Department's Safer Grant and infrastructure projects. The Finance Director/Treasurer clarified the funds that routinely move forward by the nature of the fund they are in and that the items the Committee has discretion over are found in the General Fund.

Chairman McMeans then called the motion. Motion carried unanimously.

## **Capital Allocation Work Group (CAWG) Operating Procedures**

Alderman McMeans summarized the purpose of the group and the proposed governing procedures previously provided to the Committee.

Motion by Alderman Brey, second by Alderman Sitkiewitz to approve the Capital Allocation Work Group policies and procedures.

The Committee then discussed recording/tracking procedures for requests that did not get approved by the CAWG. The Committee discussed suggested changes to the document language. Finance Director/Treasurer Corbeille recommended changing the ***Reporting to Finance Committee*** section to restate “Quarterly reporting to the Finance Committee will include the following:” to “Quarterly reporting *of all approved and disapproved requests* to the Finance Committee will include the following:” Alderpersons Brey and Sitkiewitz accepted the phrasing as a friendly amendment to the motion.

Chairman McMeans then called the vote on the amendment. The amendment passed unanimously.

Chairman McMeans then called the motion as amended. The motion passed unanimously.

## **Public Infrastructure Project Referrals**

Alderman McMeans brought forth the requests for sidewalk replacement and mini storm sewers. He invited Deputy Director of Public Infrastructure Greg Minikel to review and discuss the items.

The Committee first took up the sidewalk replacement at North 7<sup>th</sup> and York Streets. Deputy Director Minikel reviewed the related activities to this point. The Committee reviewed and discussed the options as outlined to them.

Alderman Brey and others discussed and concurred that it would be prudent to postpone the project until the Mainly Manitowoc and Downtown Streetscaping Committees can come up with a comprehensive streetscaping plan for the downtown area. After further discussion the Finance Committee took no action on the matter at this time and referred the issue back to the Infrastructure Committee for further deliberation.

Chairman McMeans continued with an overview of the North 23<sup>rd</sup> Street mini storm sewer request. The project cost is estimated at \$20,000. The Committee discussed possible funding sources and solutions.

Motion by Alder McMeans, second by Alder Sitkiewitz to utilize \$20,000 of End-of-Life capital funds, congruent with approval from the Capital Allocation Work Group, to finance the project requested.

Further information and clarification of the issue was provide by Alderman Brey. Chairman McMeans called the motion. The motion passed unanimously.

## **Revolving Loan Fund - Memorandum of Understanding**

Alderman McMeans invited Dave Less to provide the Committee with an update on the subject regarding the regionalization of revolving loan funds (RLF). City Planner Dave Less explained that the memorandum of understanding being brought in front of the

Committee this evening was only a reimbursement instrument needed to recover administrative expenses incurred by the City of Manitowoc during the discussion and analysis process of this issue at the State level. Less went on to describe the current political environment and summarized the issues surrounding the development of a regional RLF model. He expressed some concerns regarding control and the possible effects of a changing political environment over the governance of the funds. The City Planner concluded that in his discussions with local officials that there was little support to move forward with the regional RLF proposal.

The Committee held some discussion on the issues and the request for reimbursement. Motion by Alderperson Able, second by Alderperson Brey to approve the memorandum of understanding. Motion carried unanimously.

### **Update - Fundraising for Preservation & Restoration of Historic Beer Murals**

Mayor Nickels was not available to update the Committee on the status of the fundraising efforts for the preservation and restoration of the historic beer murals. Alderman Brey requested that the item be placed on next Finance Committee meeting agenda for an update and discussion at that time.

### **Adjournment**

Motion by Alderperson Brey, second by Alderperson Sitkiewitz to adjourn. Motion carried unanimously. Chairman McMeans declared the meeting adjourned at 6:55 PM.

Respectfully Submitted,

Alderman Scott McMeans  
By: Anthony Scherer  
Assistant Finance Director

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