

FINANCE COMMITTEE MINUTES  
November 04, 2013  
City Hall – 1<sup>st</sup> Floor Conference Room #111 - West

Finance Chairperson Scott McMeans called the meeting to order at 5:02 PM

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

Absent: Christopher Able

Also Present: Mayor Justin Nickels, Alderperson Dave Soeldner (5:32 PM), Finance Director Steve Corbeille, Assistant Finance Director Tony Scherer, Director of Public Infrastructure Daniel Koski, Deputy Police Chief Bridget Brennan, City Planner Dave Less, Deputy City Planner Paul Braun, Library Director Cherilyn Stewart, Deputy Fire Chief Todd Blaser, Infrastructure Business Manager Karen Dorow and members of the Manitowoc Public Library Board.

**Approval of Minutes**

Motion by Alderperson Sitkiewitz, second by Alderperson Brey to approve the minutes of the October 30, 2013 Finance Committee Meeting. Motion passed unanimously (3-0).

**Public Input**

There was no public input presented to the Finance Committee at this meeting.

Alderman Martell joined the meeting (5:04 PM).

**2014 Budget Deliberations**

**Manitowoc Public Library**

Alderman McMeans invited Library Director Cherilyn Stewart to address the Committee. Ms. Stewart expressed her concerns as well as those of the Library Board over the depletion of the Library's fund balance due to recent reductions in the City's budget appropriations to the Library. Committee members asked a number of questions regarding the matter and discussed the issues presented. Alderman McMeans also provided an opportunity for Library Board members and Mayor Nickels to comment on the issue. No action was taken at this time but the Committee will deliberate this item along with the budget reinstatement requests from other departments.

**Capital Projects**

Alderman Sitkiewitz explained his concern over a number of items being targeted for long term financing in the Planning Department that he felt should be categorized and funded through operations. City Planner Dave Less spoke to the items and projects in question, explaining the City's needs and plans for the items regardless of the funding structure. The Committee had a lengthy discussion with the City Planner to understand the magnitude and importance of the software, hardware and supplies being requested.

Deputy Fire Chief Todd Blaser and Deputy Police Chief Bridget Brennan expressed their support of the projects.

### **Marina Dock & Facilities & Other Misc Items**

Alderman Sitkiewitz also questioned the capital allocation proposed for the Manitowoc Marina deck and current operational expenditures. Finance Director Steve Corbeille updated the Committee on the current operational expenditures. He also state that the \$19,000 placed in the budget for the replacement of the deck was not going to be sufficient due to additional structural improvement requirements.

Alderman Brey inquired if there was any further information regarding 2014 Health Insurance Rates. Finance Director Corbeille explained that through his most recent meetings and discussions with the City's insurance provider, he felt confident that they would not need the entire contingency placed in the 2014 City Budget. He estimated they would only need \$150,000 of the \$180,000 placed into the contingency account.

The Committee then had a general discussion regarding where they are in the budget process and the major items needing resolution.

### **Other Capital Items**

Alderman McMeans then turned the floor over to Mayor Nickels to report on the Lincoln Park Camp Sites and Open Air Shelter. The Mayor explained that he had staff look into the cost to improve and upgrade, on a basic level, the eight sites currently on the north side of the park between the tennis courts and zoo. The Mayor also addressed the open air shelter by proposing to move the underutilized shelter located in lower Schuette Park to the Lincoln Park location, feeling that both projects could be accomplished for \$25,000. The remaining \$50,000 proposed for capital park improvements could then be used to resolve the zoo watering issues through the acquisition of automatic watering units, performance of an aquifer analysis and the installation of a well/pumping system. The Committee discussed the proposals of the plan with the Mayor and the Director of Public Infrastructure Daniel Koski in some greater detail.

### **City Debt**

Alderman Soeldner expressed his concern over the level of borrowing proposed over the last few years and into the near future. He requested some clarification on the strategy, questioning how the plan was derived and whether or not there was sound reasoning behind the proposal.

Alderman Brey left to attend another meeting (5:53 PM)

Alderman McMeans and Finance Director Steve Corbeille described the process, thought, deliberation and goal setting that went into the plan fashioned by the Finance Department and Finance Committee.

**Next Meeting Date**

Alderman McMeans summarized a number of issues and information the Committee needs in order to prioritize and finalize their budget deliberations. Some of the items include: Lincoln Park, Aquatic Center, Fire Revenues and SAFER program, State Aids and Assessed Valuation.

The Committee set the next meeting date for Wednesday, November 13<sup>th</sup> at 5:00 PM in Meeting Room #101 (East).

**Adjournment**

Motion by Alderperson Sitkiewitz, second by Alderperson Martell to adjourn. Motion carried unanimously (3-0). Chairman McMeans declared the meeting adjourned at 6:03 PM.

Respectfully Submitted,

Alderman Scott McMeans  
By: Anthony Scherer  
Assistant Finance Director

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