



City of Manitowoc

900 Quay Street
Manitowoc, WI 54220
www.manitowoc.org

Meeting Minutes Finance Committee

Tuesday, November 3, 2015

5:00 PM

Council Chambers

1. Call to Order

2. Roll Call

Present: 5 - McMeans, Brandel, Sitkiewitz, Able and Brey

Note

Others present: Finance Director Steve Corbeille, Comptroller Kim Lynch, City Attorney Kathleen McDaniel, Fire Chief Todd Blaser, Alder Jill Hennessey, Marcus Nesemann, RahrWest Museum Director Greg Vadney, DPI Business Manager Karen Dorow

3. Approval of Minutes

Moved by Brandel, seconded by Brey, that this be accepted. The motion carried by the following vote:

Aye: 5 - McMeans, Brandel, Sitkiewitz, Able and Brey

[15-1151](#) October 19, 2015

Attachments: [10192015 MeetingMinutes](#)

[15-1152](#) October 21, 2015

Attachments: [10212015 MeetingMinutes](#)

4. Public Comment

No public comments at this meeting.

5. Discussion and Action Items

[15-622](#) Case # 2015CV000200 Menard, Inc., VS. City of Manitowoc Excessive Assessment Parcel #835-203-011

A motion was made by Alderperson Eric Sitkiewitz, seconded by Vice Chair Patrick Brandel, that this Claim was accepted and refer to City Attorney. The motion carried by the following vote:

Aye: 5 - McMeans, Brandel, Sitkiewitz, Able and Brey

[15-834](#) Motion and/or application for restraining order in re: Real Property located at 1512 Washington Street, E.J. Splirtas Manitowoc LLC v City of Manitowoc, Case No. 15 CV 292.

Attachments: [201508071416.pdf](#)

A motion was made by Alderperson Eric Sitkiewitz, seconded by Vice Chair Patrick Brandel, that this Communication was accepted and refer to City Attorney. The motion carried by the following vote:

Aye: 5 - McMeans, Brandel, Sitkiewitz, Able and Brey

[14-1402](#) Amended Summons and Complaint for foreclosure of the Shoreline Credit Union v. Christopher J. Seefeldt, Jennifer L. Seefeldt, City of Manitowoc, et al, Case No. 14 CV 147.

Attachments: [14-1402.pdf](#)

Moved by Sitkiewitz, seconded by Brandel, that this Summons and Complaint be accepted and refer to City Attorney. The motion carried by the following vote:

Aye: 5 - McMeans, Brandel, Sitkiewitz, Able and Brey

[14-2373](#) Summons and Complaint - TCF National Bank vs. Koch and Doe and City of Manitowoc, Case No. 14 CV 482.

Attachments: [FN14-2373.pdf](#)

Moved by Sitkiewitz, seconded by Brandel, that this Summons and Complaint be accepted and refer to City Attorney. The motion carried by the following vote:

Aye: 5 - McMeans, Brandel, Sitkiewitz, Able and Brey

[15-049](#) Amended Summons and Complaint of Flagstar Bank vs. Goertz and City of Manitowoc, adding City as defendant, Case No. 14 CV 467.

Attachments: [FN 15-049.pdf](#)

Moved by Sitkiewitz, seconded by Brandel, that this Summons and Complaint be accepted and refer to City Attorney. The motion carried by the following vote:

Aye: 5 - McMeans, Brandel, Sitkiewitz, Able and Brey

[15-1104](#) 15-CV-390 Brooke Schroeder and City of Manitowoc v. Wisconsin Injured Patients and Families Compensation Fund, Stephen R Parden, MD

Moved by Sitkiewitz, seconded by Brandel, that this Summons and Complaint be accepted and refer to City Attorney. The motion carried by the following vote:

Aye: 5 - McMeans, Brandel, Sitkiewitz, Able and Brey

- [15-1105](#) 15-CV-371 Wells Fargo Bank/Wells Fargo Home Mortgage v. John Higgins, Jane Higgins, City of Manitowoc
- Moved by Sitkiewitz, seconded by Brandel, that this Summons and Complaint be accepted and refer to City Attorney. The motion carried by the following vote:**
- Aye:** 5 - McMeans, Brandel, Sitkiewitz, Able and Brey
- [15-1106](#) 15-CV-409 Citi Financial Servicing LLC vs. Richard Reynolds, Joanne Reynolds, City of Manitowoc, Jindra Plumbing and Heating, Inc., Oliphant Financial LLC
- Moved by Sitkiewitz, seconded by Brandel, that this Summons and Complaint be accepted and refer to City Attorney. The motion carried by the following vote:**
- Aye:** 5 - McMeans, Brandel, Sitkiewitz, Able and Brey
- [15-1123](#) Unbudgeted Capital Allocation Work Group (CAWG) requests for Lincoln Park playground equipment and replacement bleachers
- Attachments:** [15-1123 LP Playground](#)
[15-1123 Bleachers](#)
- Moved by Sitkiewitz, seconded by Brey, that this Action Item be accepted. The motion carried by the following vote:**
- Aye:** 5 - McMeans, Brandel, Sitkiewitz, Able and Brey
- [15-1107](#) Waiver of Payment in Lieu of Tax (PILOT) on City Reimbursed IT Infrastructure Assets to Manitowoc Public Utility (MPU), recommending acceptance of proposal.
- Attachments:** [201510210809](#)
- Moved by Brey, seconded by Able, that this Action Item be accepted. The motion carried by the following vote:**
- Aye:** 5 - McMeans, Brandel, Sitkiewitz, Able and Brey

[15-948](#)

2016 Budget

- Meeting dates
- Requests for reinstatement - None Received
- Budget amendments
- Capital items and recommended borrowing level and sources of funds
- Financial Plan and Pay-As-U-Go Approach
- RFP for Assessor Services
- TIF Admin Fees
- Room Tax
- Brad Viegut, RW Baird regarding Debt Financing Options

Attachments: [151015 Expenditure Restraint Program](#)
[151015 Levy Limits Explanation](#)
[151015 PAY AS U GO Plan from February 2015](#)
[151015 Tax Levy and Debt Service Information](#)
[151019 Letter Assessor Revaluation Options](#)
[151019 TIF Information Ehlers Study](#)
[151019 Amendment 1 Mayor recommended](#)
[151021 Departmental Guidance in Preparing 2016 Budget](#)
[151021 Assumptions within the budget](#)
[151021 Library Budget](#)
[151021 Admin Charges Detail for TIF, Grants and RLF](#)

Moved by Able, seconded by Brey, to accept and endorse the hiring of a Part-time Staff Attorney . The motion carried by the following vote:

Aye: 5 - McMeans, Brandel, Sitkiewitz, Able and Brey

Moved by Able, seconded by Brey to amend the Mayor's budget proposal for Room Tax funds as follows: 1) Remove the MAVCB brochure/guide \$10,000 2) Reduce Discover Manitowoc grant in half \$25,000 3) Reduce the bike racks in half \$5,000. Total of \$40,000 to be removed for expenditures to allow fund balance to build to create a target of \$500,000 for the potential use for the Marine Sanctuary.

Aye: 5 - McMeans, Brandel, Sitkiewitz, Able and Brey

Moved by Brey, seconded by Sitkiewitz to amend the motion to include back the \$10,000 for the MAVCB brochure/guide and to accept the other proposals. Total amended proposal for removal of Room Tax funding is \$30,000. The motion carried by the following vote:

Aye: 5 - McMeans, Brandel, Sitkiewitz, Able and Brey

Note

G Vadney spoke to the committee about how the Rahr West Art Museum is using the Room Tax funds for marketing efforts.

Note

Alderman Jim Brey left the meeting at 5:55pm.

6. Adjournment

Adjourn 6:17pm. Next meeting is November 4, 2015 at 5:00pm. Another meeting was set for November 10, 2015 at 5:30pm.

Moved by Brandel, seconded by Sitkiewitz to ajourn.