

FINANCE COMMITTEE MINUTES
August 16, 2010
City Hall – First Floor Hearing Room West

Chairperson Scott McMeans called the meeting to order at 6:05 PM.

Present: Alderpersons Scott McMeans, Christopher T. Able, Allan Schema,
Matt Kadow (6:25 PM), and Alex J. Olson.

Absent: None.

Also Present: Alderperson Jill Hennessey (6:18 PM), Interim Finance Director Tony Scherer,
DPW Business Manager Mike Huck, and Tom Karman from Schenck Business Solutions.

Approval of Minutes

Motion by Alderperson Able, second by Alderperson Schema to approve the minutes of
the August 02, 2010 Finance Committee Meeting. Motion passed unanimously.

Purchasing Card Request for Parks and Recreation Department

Mayor Justin Nickels requested through the Finance Department that four purchasing
cards be provided for the Parks and Recreation Department. He is requesting cards with \$2,000
credit limits for Interim Assistant Parks Director Jeremy Crees, the Parks Department – Citizen
Park location, the Parks Department – Shop on Waldo Blvd. and the Lincoln Park Zoo. Interim
Finance Director Tony Scherer indicated to the Committee the Mayor’s rationale for the card
assignments. The committee then discussed the practice and use of City purchasing cards.

Motion by Alderperson Able and second by Alderperson Olson to approve the four
purchasing cards as follows:

Jeremy Crees – Credit Limit of \$2,000
Park Department – Citizen Park Facility – Credit Limit of \$1,000
Park Department – Waldo Blvd Facility – Credit Limit of \$1,000
Lincoln Park Zoo Facility – Credit Limit of \$1,000

Motion carried unanimously.

2009 Comprehensive Annual Financial Report
2009 Management Letter

Tom Karman of Schenck Business Solutions presented the two reports to the Committee.
After a review by the Committee of each report, the Committee received and placed on file a
copy of the audit report and management letter.

Annual report discussion items included the Independent Auditor's Report and the Certificate of Achievement for Excellence in Financial Reporting award. Mr. Karman explained the process and criteria used by the Governmental Finance Officers' Association to review and judge the CAFR document. Management Letter discussion items included the General Fund, Special Revenue Fund and Capital Project Fund Balances and the new, upcoming Government Accounting Standards Board (GASB) Statement No. 54 reporting. Mr. Karman suggested that the City take a close look at the Tax Incremental Financing Districts to make sure the forthcoming increments will be sufficient to cover debt service payments and any planned, upcoming expenditures in the districts. He further explained the upcoming reporting requirements brought about by GASB Statement #54 regarding the classification of fund balances and the affect it may have on the City's Special Revenue Funds and the State's Expenditure Restraint Program. Mr. Karman continued by stating that it was Schenck's understanding that the fund designations would require separate action on an annual basis.

Motion by Alderman Able, second by Alderman Schema to receive and place on file the 2009 audit report and management letter. Motion carried unanimously.

Motion by Alderman Olson, second by Alderman Able to adjourn. Chairperson McMeans declared the meeting adjourned at 6:50 PM.

Alderpersion Scott McMeans Chairperson
Finance Committee

By: Anthony J Scherer
Interim Finance Director