

FINANCE COMMITTEE

August 15, 2011

The meeting was called to order by Ald. Sertich at 5:00 p.m. with the following Roll Call:

Members Present: Ald. Sertich, Ald. Schmidt, Ald. Schaefer

Members Absent:

Others Present: Mayor Moede, Deanna Boldrey, Kathie Wild, Ald. Toellner, Ald. Pasbrig, Ald. Redeker, Mike Kurutz, Chris MacNeill, Roger Williams, Tom Herman, Marge Nitschke (5:16 p.m.), Don Neitzel (5:21 p.m.), Megan Sheridan (5:22 p.m.) Ron Wellner (5:30 p.m.)

Item #2–Approve the Minutes of the July 18, 2011, July 28, 2011, and August 8, 2011, meetings.

Motion by Ald. Schmidt, second by Ald. Schaefer to approve the minutes of the July 18, 2011, July 28, 2011, and August 8, 2011, meetings. Motion carried unanimously.

Item #3–Citizen Comments.

None.

Item #4–Treasurer's Report.

A. Monthly Financial Report.

Kathie Wild reviewed and gave detail to the financial reports through July 31, 2011. She noted that on the Cash Position by Fund Report the capital projects are down by \$250,000 due to the Henninger and High Street Project and the Dam Repair Project. Also the Silver Sneaker Program started on July 1, 2011. There is a one month lag and a separate general ledger account number for the Silver Sneaker Program. Lisa Schmitt at the TAG Center submits the information for the Silver Sneaker program. Ald. Sertich questioned if the City had received any reimbursement from the state for the work the police officers did earlier this year at the state capital. Kathie reported that reimbursement monies had not been received, and she did receive an e:mail stating that another form needs to be filled out which she will be doing. Ald. Sertich stated that this would have to be looked at before sending more manpower. Kathie continued that the final tax settlement from the County will come this month. The remainder of the shared revenue will come in November. Kathie reviewed the expenditures. She noted that the City Clerk is at 59.5 % overall, elections are at 79%. City Hall did have a major expense for furnace repairs. The Police Department budget is at 61.5%. Bill Linzenmeyer's retirement expenses had to be recognized in 2011. She noted that EMS Budget is at 61.4%, and the revenues should offset the expense. The Emergency Government had sirens repaired. The cemetery has been paid in full. The Library is at 61.4%, and they did have major computer and maintenance items paid out. The Park and Rec., swimming pool is at 90.8% that is for the work on the outdoor swim pool area. FEMA money has been received and the state portion is yet to come. Total expenditures compared to budget overall are at 57.2% through the end of July 2011.

B. Discuss 2012 Budget Process and Timeline.

Kathie Wild reviewed the 2012 Budget Timeline Memo that was in the packets. She noted that it will be identical to last year. Meetings will be on every Tuesday in October starting with October 4, 2011. She stated that notification was e:mailed to the golf course, cemetery, Main Street, and the Chamber with the timeline. Ald. Sertich commented that a lot of the work is done upfront. The meetings will go page by page as a whole and items that have questions will go on a parking list and will be brought back for discussion.

Item #5 - Golf Course Update.

A. Financials Update.

Tom Herman commented that there was a \$2,000 loss. The club was able to set aside the \$15,200 for the bond payment. July was not a good month as far as heat. Tom stated that they did receive the \$3,995 water bill from the City. There are questions on the bill as far as the time period and usage. It was stated that Tom should talk to Ron Wellner or Kate Price at the Water Wastewater Utility. Tom stated that the golf club will be applying for the 501 (c) 3. There have been changes as to how to draw the water and they have spent about \$4,000 to make the changes. There has also been about \$1,500 in expenses for sand and sod on #9. Bachhuber funds have been used for this. Ald. Sertich questioned the fertilizer and chemical line item. Tom noted he believes this does include the winterizing of the course. Mayor Moede commented that they need to check with Don Neitzel before the river fills back up. Discussion of the pumps and piping ensued.

B. Membership Update.

Tom reported that membership is down \$13,000 from budget and down \$8,000 from last year.

C. Banquet & Outings Update.

Tom reported that there are three large outings in August. September and October months have booked Saturdays.

D. Building and Course Update.

Tom Herman reported that no major improvements are planned. Bachhuber funds will be used to trench out 12 and 13 and running new pipe and enlarging the pond. Clay pipe was installed in 1993 or 1994.

E. Staff Update.

Tom stated that they are starting to reduce staff and driving hours down.

F. Long Term Maintenance Report.

No report.

Item #6–Discuss/Recommend Golf Course Equipment List.

Ald. Sertich introduced the item and noted that about 14–15 different items had been added to make the list complete. She noted that the golf club should notify the Comptroller/Treasurer, Kathie Wild, immediately on any items additions, sold, or replaced. Also the insurance items had been worked out. Ald. Sertich noted that the golf cart lease will be addressed at the September meeting and then up to the Council. Ald. Pasbrig noted appreciation for the hard work as this list has taken some time. Motion by Ald. Schmidt, second by Ald. Schaefer to recommend the golf course equipment list. Motion carried unanimously.

Item #7-Discuss/Recommend Ordinance Regarding Warrant Service Fee.

Motion by Ald. Schmidt, second by Ald. Schaefer to Recommend the Ordinance Regarding Warrant Service Fee. Chris MacNeill noted that this is common practice to collect the warrant service fees. Motion carried unanimously.

Item #8–Discuss/Recommend Amendment to Schedule of Fees to Include Fee for Finger Printing Service.

Chris MacNeill commented that the Police Department has done this service free of charge in the past. Recently, there has been an increase of requests with the new concealed carry law. Motion by Ald. Schmidt, second by Ald. Schaefer to Recommend a Fee of \$5 for Finger Printing Service to be added to the Schedule of Fees. Motion carried unanimously.

Item #9 –Adjournment

Motion by Ald. Schmidt, second by Ald. Schaefer to adjourn at 5:41 p.m. Motion carried unanimously.

Deanna Boldrey, City Clerk