



MINUTES OF A REGULARLY SCHEDULED MEETING OF THE **FINANCE COMMITTEE** HELD ON **TUESDAY, MARCH 3, 2020**, AT 7:15 P.M. IN THE NORTH CONFERENCE ROOM OF CITY HALL, 2000 NORTH CALHOUN ROAD, BROOKFIELD, WISCONSIN.

ALDERMAN SCOTT BERG PRESIDING

MEMBERS PRESENT: Alderman Scott Berg, Alderman Dan Sutton, Alderman Bob Reddin, Alderman Ron Balzer, Alderman Mark Nelson, Alderman Jerry Mellone and Alderman Renee Lowerr.

MEMBERS EXCUSED / NOT PRESENT: None.

OTHERS PRESENT: Finance Manager Mary Reeves, Director of Community Development Dan Ertl and Concord Group Representative – Patrick Condron.

1. Alderman Scott Berg noted a quorum was present and called the Finance Committee meeting to order at 7:15 p.m.
2. Announcements:
 - a. The next regularly scheduled Finance Committee meeting is March 17, 2020.
- 3a. Minutes of the February 18, 2020 Regular Finance Committee meeting.

Motion by Alderman Dan Sutton, seconded by Alderman Ron Balzer, to approve the minutes of the February 18, 2020 regular Finance Committee meeting. Motion carried 7-0.

Council Action Items

- 4a. Vouchers exceeding \$50,000 requiring immediate action.

Motion by Alderman Mark Nelson, seconded by Alderman Bob Reddin, to approve vouchers exceeding \$50,000 requiring immediate action. Motion carried 7-0.

- 4b. Resolution approving 2019 general fund budget amendment requested by the Director of Finance and Administration: transfer \$151,000 from contingency appropriation 07001700-590000 to Transfers to Other Funds account 07001700-591000, for purposes of effecting a transfer to the Capital Improvement Fund and Computer Replacement Fund to fund 2020 projects.

Motion by Alderman Mark Nelson, seconded by Alderman Bob Reddin, to approve the resolution approving 2019 general fund budget amendment requested by the Director of Finance and Administration: transfer \$151,000 from contingency appropriation 07001700-590000 to Transfers to Other Funds account 07001700-591000, for purposes of effecting a transfer to the Capital Improvement Fund and Computer Replacement Fund to fund 2020 projects. Motion carried 7-0.

- 4c. Resolution approving 2019 General fund budget amendment requested by the Director of Finance and Administration: transfer unspent budgetary appropriations from various Public Works accounts to Police and Fire accounts, to fund salary overages related to terminal leave and overtime salary payments and ensure compliance with the legal level of budgetary control per state statutes.

Motion by Alderman Ron Balzer, seconded by Alderman Dan Sutton, to approve the resolution approving 2019 General fund budget amendment requested by the Director of Finance and Administration: transfer unspent budgetary appropriations from various Public Works accounts to Police and Fire accounts, to fund salary overages related to terminal leave and overtime salary payments and ensure compliance with the legal level of budgetary control per state statutes. Motion carried 7-0.

- 4d. Resolution approving General Fund budget amendments requested by the Director of Finance and Administration, to implement the provisions of the 2020 salary ordinance and to adjust budgeted health and other insurance costs.

Motion by Alderman Bob Reddin, seconded by Alderman Ron Balzer, to approve the resolution approving General Fund budget amendments requested by the Director of Finance and Administration, to implement the provisions of the 2020 salary ordinance and to adjust budgeted health and other insurance costs. Motion carried 7-0.

- 4e. Resolution approving Economic Development Fund budget amendment requested by the Director of Finance and Administration, to implement the provisions of the 2020 salary ordinance and to adjust budgeted health and other insurance costs.

Motion by Alderman Bob Reddin, seconded by Alderman Ron Balzer, to approve the resolution approving Economic Development Fund budget amendment requested by the Director of Finance and Administration, to implement the provisions of the 2020 salary ordinance and to adjust budgeted health and other insurance costs. Motion carried 7-0.

- 4f. Resolution approving Fleet Services Fund budget amendment requested by the Director of Finance and Administration, to implement the provisions of the 2020 salary ordinance and to adjust budgeted health and other insurance costs.

Motion by Alderman Bob Reddin, seconded by Alderman Ron Balzer, to approve the resolution approving Fleet Services Fund budget amendment requested by the Director of Finance and Administration, to implement the provisions of the 2020 salary ordinance and to adjust budgeted health and other insurance costs. Motion carried 7-0.

- 4g. Resolution approving Wastewater Utility fund and Water Utility fund budget amendments requested by the Director of Finance and Administration, to implement the provisions of the 2020 salary ordinance and to adjust budgeted health and other insurance costs.

Motion by Alderman Bob Reddin, seconded by Alderman Ron Balzer, to approve the resolution approving Wastewater Utility fund and Water Utility fund budget amendments requested by the Director of Finance and Administration, to implement the provisions of the 2020 salary ordinance and to adjust budgeted health and other insurance costs. Motion carried 7-0.

- 4h. Resolution approving Health Insurance fund budget amendment requested by the Director of Finance and Administration, to reflect employee and retiree elections for 2020 health insurance coverage.

Motion by Alderman Bob Reddin, seconded by Alderman Ron Balzer, to approve the resolution approving Health Insurance fund budget amendment requested by the Director of Finance and Administration, to reflect employee and retiree elections for 2020 health insurance coverage. Motion carried 7-0.

- 4i. Resolution approving Employee Retirement fund budget amendment requested by the Director of Finance and Administration, to reflect expected 2020 expenditures for retiree health insurance coverage.

Motion by Alderman Bob Reddin, seconded by Alderman Ron Balzer, to approve the resolution approving Employee Retirement fund budget amendment requested by the Director of Finance and Administration, to reflect expected 2020 expenditures for retiree health insurance coverage. Motion carried 7-0.

- 4j. Resolution approving change order no. 10 to Brookfield Conference Center bid package 2 contract with JP Cullen.

Change order no. 10 discussion was led by Alderman Dan Sutton. Patrick Condron from Concord Group was questioned regarding the changes that led to a \$160,000 change order. Per Director of Community Development Dan Ertl, City of Brookfield staff will be on site moving forward. Alderman Dan Sutton asked if City of Brookfield will be charged back for City of Brookfield's personal expenses. Alderman Mark Nelson stated the work must be done and to think about the variance of what the costs could have been versus the \$160,000.

Motion by Alderman Mark Nelson, seconded by Alderman Bob Reddin, to approve the resolution approving change order no. 10 to Brookfield Conference Center bid package 2 contract with JP Cullen. Motion carried 7-0.

Finance Committee Only Items

- 5a. Consideration of write off of delinquent personal property tax account balances as per related City financial policy.

Motion by Alderman Bob Reddin, seconded by Alderman Jerry Mellone, to approve the write off of delinquent personal property tax account balances as per related City financial policy. Motion carried 7-0.

6. Adjournment.

Motion by Alderman Ron Blazer, seconded by Alderman Bob Reddin, to adjourn the Finance Committee meeting. Motion carried 7-0. Meeting adjourned at 7:45 p.m.

Minutes respectfully submitted by Mary Reeves, Finance Manager.