



## MINUTES OF AN OFFICIAL MEETING:

Regular / Special Meeting: Finance Committee

Date and Time: Tuesday, June 6, 2023, at 6:45 pm

Location: City Hall, 2000 N Calhoun Rd, North Conference Room

Members Present: Alderman Dave Christianson, Alderman Bob Reddin, Alderman Jason Anderson, Alderman Mike Hallquist, Alderman Scott Berg, Alderman Jerry Mellone, and Alderman Kathryn Wilson

Members Excused:

Others Present: Director of Finance and Administration Robert Scott, Baker Tilly US, LLP Representative – Michelle Walter, Wisconsin Public Finance Professionals Representative – Carol Wirth and Alderman Chris Blackburn

1. Roll Call

Alderman Dave Christianson noted a quorum was present and called the Finance Committee meeting to order at 6:45 pm.

2. Announcements

The next regularly scheduled Finance Committee meeting is Tuesday, June 20, 2023.

3. Minutes

a) Minutes of the May 16, 2023, regular Finance Committee meeting.

***Motion by Alderman Bob Reddin, second by Alderman Jerry Mellone to approve the minutes of the May 16, 2023, regular Finance Committee meeting. Motion carried 7-0.***

4. Unfinished Business

a) None.

5. New Business

**(Item 5e taken out of order)**

e) Finance Committee only item – presentation by Baker Tilly US, LLP regarding audit of 2022 annual comprehensive financial report.

Michelle Walter from Baker Tilly US, LLP presented an overview of the results of their audit of the City's 2022 annual comprehensive financial report, including certain financial highlights. She noted that the opinion of the financial statements was unmodified, there were no material weaknesses or significant deficiencies in internal control identified, and that the City is in a strong financial condition. She also noted that they received full cooperation from management and that there were no observations regarding internal control or procedural improvements. Ms. Walter further noted that the City was also subject to a single audit of federal financial assistance relative to the Coronavirus State and Local Fiscal Recovery Funds (American Rescue Plan Act), and that there were no findings related to compliance or controls relative to the single audit. The report was for information only – no action required.

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

None.

b) Resolution authorizing the issuance and awarding the sale of \$5,480,000 General Obligation Corporate Purpose Bonds; providing the form of the bonds; and levying a tax in connection therewith.

The City’s municipal advisor, Carol Wirth from Wisconsin Public Finance Professionals, presented a summary of the results of the sale of the \$5,480,000 in general obligation bonds (copy of written report available for review in the Finance department offices). Ms. Wirth noted that nine bids were received, and the winning bidder was the syndicate led by Robert W. Baird, at a true net interest rate of 3.4644%, consistent with the 2022 issue and reflecting higher interest rates in the current municipal bond market compared to prior years following the Federal Reserve rate actions over the past 18 months. Ms. Wirth also noted the Moody’s Investors Service credit report on the bond issue reflecting the continuance of the City’s Aa1 bond rating, highlighting certain aspects of the report about the City’s strong financial position and debt management, as well as the stable outlook for the City’s long-term credit rating noted by Moody’s.

**Motion by Alderman Mike Hallquist, second by Alderman Bob Reddin to approve the resolution authorizing the issuance and awarding the sale of \$5,480,000 General Obligation Corporate Purpose Bonds; providing the form of the bonds; and levying a tax in connection therewith. Motion carried 7-0.**

c) Resolution approving 2023 General fund budget amendment: transfer \$200,000 from Contingency appropriation 07001700-590000 to Public Works Outlay paving maintenance account 04500009-606000, for purposes of funding pavement microsurfacing costs recommended by the Board of Public Works.

**Motion by Alderman Scott Berg, second by Alderman Kathryn Wilson to approve the resolution approving 2023 General fund budget amendment: transfer \$200,000 from Contingency appropriation 07001700-590000 to Public Works Outlay paving maintenance account 04500009-606000, for purposes of funding pavement microsurfacing costs recommended by the Board of Public Works. Motion carried 7-0.**

d) Resolution approving authorized broker/dealers for City of Brookfield investments.

**Motion by Alderman Kathryn Wilson, seconded by Alderman Jason Anderson to approve the resolution approving authorized broker/dealers for City of Brookfield investments. Motion carried 7-0.**

f) Finance Committee only item – potential uses for balance of American Rescue Plan Act funds allocated to the City of Brookfield.

Chair Dave Christianson asked that the Committee consider item 5g prior to item 5f due to the length of the discussion on the preceding agenda items. Discussion on this item was deferred to a future meeting given the lack of time prior to the Council meeting.

g) Finance Committee only item – 2024 budget parameters and scheduling special Committee meeting to review long-term financial forecast and other budget issues.

Chair Christianson asked the Committee for feedback on the proposed 2024 parameters included in the staff report for this topic and for their availability for a special meeting prior to the next regularly scheduled meeting on June 20. The Committee members indicated that all are available on June 14, and a special meeting will be scheduled for 6:30 pm on that date to review 2024 budget parameters, the budget forecast for 2024 and future years, and other budget issues as applicable.

6. Adjournment

**Motion by Alderman Kathryn Wilson, second by Alderman Scott Berg to adjourn the meeting at 7:45 pm. Motion carried 7-0.**

Respectfully Submitted:

Robert W Scott

Director of Finance and Administration