



## MINUTES OF AN OFFICIAL MEETING

**Regular Meeting of:** Finance Committee

**Date and Time:** Tuesday, August 15, 2023, at 6:45 pm

**Location:** North Conference Room, 2000 North Calhoun Road, Brookfield WI

**Members Present:** Alderman Dave Christianson (Chair), Alderman Bob Reddin, Alderman Jason Anderson, Alderman Mike Hallquist, Alderman Scott Berg (arrived 6:52 p.m.), Alderman Jerry Mellone, Alderman Kathryn Wilson (via phone)

**Others Present:** Director of Finance and Administration Robert Scott, Alderman Chris Blackburn

**Members Absent/Excused:** None

8/15/2023 - Minutes

1. Roll Call

Alderman Dave Christianson noted a quorum was present and called the Finance Committee meeting to order at 6:46 p.m.

2. Announcements

- a. The next regularly scheduled Finance Committee meeting is Tuesday, September 5, 2023.

3. Approval of Minutes

- a. Minutes of the July 18, 2023, regular Finance Committee meeting

**Motion by Alderman Jerry Mellone, second by Alderman Mike Hallquist to approve the minutes of the July 18, 2023, regular Finance Committee meeting. Motion carried 7-0.**

4. Unfinished Business

- a. Finance Committee only item - review of City financial policies regarding budget development and risk management.

Director Scott presented an overview of the updated budget development policy that includes new language suggested by Alderman Wilson regarding the inclusion of key performance indicators in department budgets, tracking and reporting of such indicators, and tracking and reporting of metrics relative to new initiatives or programs included in supplemental budget requests.

**Motion by Alderman Kathryn Wilson, seconded by Alderman Mike Hallquist to approve the updated financial policies and to direct staff to prepare the necessary resolution for Council adoption of the policies. Motion carried 7-0.**

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

Director Scott summarized the staff report regarding recommended uses of the City's remaining allocation of American Rescue Plan Act monies (copy of written report available for review in the Finance department offices). Staff's recommendations were as follows:

1. Dousman Inn sewer repair (\$40,000)
2. Replacement of automatic external defibrillators (\$25,000)
3. Neighborhood plan update (\$35,000)
4. Pavement micro-surfacing (\$200,000)
5. Pickleball courts (\$200,000)
6. Mental health education initiative (advanced by Alderman Wilson – \$70,000)
7. Equipment and lighting upgrades for Brookfield Conference Center (\$50,000)

**Following discussion and questions from the Committee motion by Alderman Mike Hallquist, second by Alderman Bob Reddin, to direct staff to earmark the monies recommended by staff in items (1), (2), (3), (4), (5), and (7) noted above for inclusion in future budget amendments as applicable, or the 2024 budget. Motion carried 7-0.**

**Motion by Aldermen Scott Berg, second by Alderman Kathryn Wilson, to direct staff to earmark the monies noted in item (6) above. A vote was taken and the motion failed 3-4, with Aldermen Bob Reddin, Alderman Jason Anderson, Alderman Mike Hallquist, and Alderman Jerry Mellone dissenting.**

#### 5. New Business

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

**Motion by Alderman Mike Hallquist, second by Alderman Bob Reddin to approve vouchers exceeding \$50,000 requiring immediate action. Motion carried 6-0.**

- b. Resolution authorizing the continued participation in the Cities and Villages Mutual Insurance Company for 2025-26.

**Motion by Alderman Bob Reddin, second by Alderman Jason Anderson to approve the resolution authorizing the continued participation in the Cities and Villages Mutual Insurance Company for 2025-26. Motion carried 7-0.**

- c. Resolution allocating proceeds of sale of property at 3380 N. Calhoun Road to the Community Development Authority fund.

**Motion by Alderman Bob Reddin, second by Alderman Jerry Mellone to approve the resolution allocating proceeds of sale of property at 3380 N. Calhoun Road to the Community Development Authority fund. Motion carried 7-0.**

- d. Resolution approving annual support agreement and license agreement for Enterprise ERP (MUNIS) software with Tyler Technologies, Inc.

**Motion by Aldermen Mike Hallquist, second by Alderman Jason Anderson, to approve the resolution approving annual support agreement and license agreement for Enterprise ERP (MUNIS) software with Tyler Technologies, Inc. Motion carried 7-0.**

- e. Resolution approving request of the Fire department to purchase replacement fire pumper truck from Fire Service, Inc. for \$1,030,158 (funding to be included in the 2025 budget).

**Motion by Aldermen Jerry Mellone, second by Alderman Scott Berg, to approve the resolution approving request of the Fire department to purchase replacement fire pumper truck from Fire Service, Inc. for \$1,030,158 (funding to be included in the 2025 budget). Motion carried 7-0.**

6. Adjournment

**Motion by Alderman Bob Reddin, second by Alderman Mike Hallquist to adjourn the meeting at 7:42 pm. Motion carried 7-0.**

Respectfully submitted: Robert W. Scott - Finance Department - Director of Finance and Administration