

Finance Committee Proceedings  
City of Superior  
July 11, 2019

Members Present: Craig Sutherland, Keith Kern, Tylor Elm and Jack Sweeney  
Staff Present: Mayor Paine, Jean Vito, Chris Bronson, Jean Dotterwick, Jane Michel and Nicholas Alexander  
Others Present: Dan Zuchowski, Shelley Nelson, Jeff Dejno and Ruth Ludwig  
Members Excused:

Jack Sweeney called the meeting to order at 4:30 pm with a quorum present. Attendance was done by sign in.

1. Approval of the June 25, 2019 Finance Committee meeting minutes.

**Motion** was made by Keith Kern, seconded by Tylor Elm and carried unanimously to approve the June 25, 2019 Finance Committee meeting minutes.

2. Jeff Dejno – Senior Manager, Audit – Wipfli, LLP to present 2018 Audited Financial Statements for the City of Superior.

Senior Manager, Jeff Dejno, went over the representation letter and 2018 audited financial statements for the City. A question and answer period followed. With the upcoming change in staffing, Wipfli will be visiting in December or January to touch base with the new staff to see how things are going.

**Motion** was made by Keith Kern, seconded by Tylor Elm to receive and file the 2018 Audited Financial Statements for the City of Superior.

3. Seeking approval to extend Municipal Audit and Accounting Services Agreement with Wipfli, LLP for a 3-year period for the fiscal years ending December 31; 2019, 2020 and 2021.

A draft amendment to extend the contract was presented to the Committee for review and discussion.

**Motion** was made by Tylor Elm, seconded by Keith Kern and carried to extend the Municipal Audit and Accounting Services Agreement with Wipfli, LLP for a 3 year period for the fiscal years ending December 31; 2019, 2020 and 2021.

4. Referred from June 19, 2019 Public Safety Committee meeting – Funding discussion on a city-wide camera system.

Chief Alexander gave a presentation on a city-wide camera system. A question and answer period followed. The Chief made clear that he was not looking for funding at this time, but to start a dialog. Mayor Paine suggested drafting a policy, creating a wish list and deciding where to put the cameras.

**Motion** was made by Keith Kern, seconded by Tylor Elm and carried to approve moving

forward with a blue print for drafting a policy, creating an expenditure list and analyzing areas to place cameras.

5. Held from June 13, 2019 Finance Committee meeting – Request from Finance Director Vito to discuss update to the investment policy.

**Motion** was made by Keith Kern, seconded by Tylor Elm and carried to approve removing the portion of the policy that lists specific authorized financial institutions currently utilized by the City of Superior.

6. Review update from Ehlers on potential refunding of existing bonds.

**Motion** was made by Keith Kern, seconded by Craig Sutherland and carried to receive and file the update from Ehlers and bring back the potential refunding of existing bonds to the August Committee meeting.

7. Held from June 13, 2019 Finance Committee meeting – Request from councilors VanSickle and Olson to review funding options to install three adaptive Zagster bicycles..

Mayor Paine reviewed the current Zagster bicycle program and the options of obtaining three adaptive Zagster bicycles. The Committee discussed funding options for the adaptive bicycles.

**Motion** was made by Keith Kern, seconded by Tylor Elm and carried to hold in committee for further information until the August, 2019 meeting.

8. Review June, 2019 check register.

**Motion** was made by Keith Kern, seconded by Tylor Elm and carried to receive and file the June, 2019 check register.

9. Review General Fund Financial Statements – 2019 Expenditure vs. Budget Analysis.

**Motion** was made by Keith Kern, seconded by Tylor Elm and carried to receive and file the General Fund Financial Statements.

10. General Financial Overview
  - a. Update on top 3 financial concerns.

Finance Director, Jean Vito mentioned the top concerns being the transitions in the Finance Department and health insurance.

11. Other financial matters.

Assistant Finance Director, Chris Bronson, advised the Committee of electrical issues with the irrigation system at the Golf course resulting in nearly \$14,000 in repair costs.

Having no other business, the Finance Committee Meeting adjourned at 6:23 p.m.