

Finance Committee Proceedings
City of Superior
September 08, 2016

Members Present: Mike Herrick & Keith Kern
Staff Present: Chris Bronson, Linda Cadotte, Steve Panger & Jean Dotterwick
Others Present: Graham Garfield (By Telephone)
Members Excused:
Members Absent: Jack Sweeney

Mike Herrick called the meeting to order at 4:41 pm with a quorum present. Attendance was done by sign in. In the absence of Jack Sweeney, alternate member Keith Kern becomes a voting member.

1. Approval of the August 11, 2016 finance committee meeting minutes

Motion was made by Keith Kern, seconded by Mike Herrick and carried to approve the August 11, 2016 Finance Committee Minutes.

2. Held in committee from August 11, 2016 meeting: Health Insurance premium discussion

The recommendation is to hold the premiums at the same rate as 2016.

Motion was made by Keith Kern, seconded by Graham Garfield and carried to approve the 2017 Health Insurance Benefits and Rates at the 2016 levels.

3. Parks and Recreation Director Cadotte requesting discussion and approval of 2017 Winter Festival budget.

Parks and Recreation Director, Linda Cadotte, presented the proposed Winter Festival activities and budget options for 2017.

Motion was made by Graham Garfield, seconded by Keith Kern and carried to approve a budget of \$36,500 from the City of Superior Hotel/Motel Tax, for a total budget of \$66,500, contingent on a minimum contribution of \$25,000 from the T.D.F.

4. Referred from August 16, 2016 Council meeting: Define and clarify “**complete accounting**” requirements for organizations receiving grants and donations from the City so they know what is expected of them in order to receive City funds.

Motion was made by Keith Kern, seconded by Graham Garfield and carried to hold in committee until the October 2016 Finance Committee Meeting.

5. Review Nemadji Public Golf Course business plan submitted by Mark Carlson along with a summary of the past three year’s capital improvements.

Assistant Finance Director, Chris Bronson, distributed a summary of the past three years capital improvements/expenditures and business plan from Mark Carlson of the Nemadji Public Golf Course, Inc.

Motion was made by Mike Herrick, seconded by Keith Kern and carried to receive and file the summary of the past three years capital improvements/expenditures and business plan for the Nemadji Public Golf Inc..

6. Held in committee from 08/11/16 meeting: Finance Director, Jean Vito requesting discussion of Government Finance Officers Association (GFOA) Best Practices for review and approval.

Motion was made by Keith Kern, seconded by Graham Garfield and carried to hold in committee until the October 2016 Finance Committee Meeting.

7. Check Register – Review/Approval of August, 2016 check register

Motion was made by Keith Kern, seconded by Graham Garfield and carried to receive and file the August, 2016 check register.

8. General Fund Financial Statements
 - a. 2016 Statement of Revenues and Expenditures
 - b. 2016 Balance Sheet

Motion was made by Keith Kern, seconded by Mike Herrick and carried to receive and file the 2016 General Fund Financial Statements.

9. General Financial Overview
 - a. Quarterly Update on Enterprise Funds: Landfill, Wastewater and Stormwater.

Assistant Finance Director, Chris Bronson presented a quarterly update. Everything is looking good, with a landfill tonnage increase from 2015, the wastewater volume down and the stormwater right on budget.

Motion was made by Keith Kern, seconded by Mike Herrick and carried to receive and file the Quarterly Update on Enterprise Funds.

- b. Update on Tax Increment Districts.

Motion was made by Keith Kern, seconded by Graham Garfield and carried to hold in committee until the October 2016 Finance Committee Meeting.

- c. Other financial matters.

Councilor Herrick had questions about the 2017 budget report and the increased health insurance benefit costs for the City Clerk's department.

Motion was made by Keith Kern and Mike Herrick to receive and file the other financial matters.

Having no other business, **motion** was made by Keith Kern, seconded by Graham Garfield and carried to adjourn the Finance Committee Meeting at 5:40 pm.

Minutes respectfully submitted by Jean Dotterwick