



# City of Manitowoc

900 Quay Street  
Manitowoc, WI 54220  
www.manitowoc.org

## Meeting Minutes Finance Committee

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Tuesday, April 7, 2015

5:30 PM

Council Chambers

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### 1. Call to Order

### 2. Rollcall

**Present:** 4 - Sitkiewitz, McMeans, Able and Brey

**Absent:** 1 - Brandel

*Others present at the meeting: Finance Director/Treasurer Steve Corbeille, Comptroller Kim Lynch, Director of Public Infrastructure Dan Koski, Community Development Director Nic Sparacio, City Attorney Kathleen McDaniel, Fire Chief Todd Blaser, Alderman Jason Sladky, Buildings and Grounds Division Manager/Transit Jim Muenzenmeyer.*

### 3. Approval of Minutes

[15-391](#) Minutes of March 3, 2015

**Attachments:** [03032015 MeetingMinutes](#)

**Moved by Able, seconded by Brey, that this Action Item be approved. The motion carried by the following vote:**

**Aye:** 4 - Sitkiewitz, McMeans, Able and Brey

### 4. Public Comment

*No public comment was presented to the Committee at this meeting.*

### 5. Presentations

[15-392](#) Presentation by Bob Moore from Institutional Capital Management (ICM) regarding update on the City of Manitowoc's investment portfolio.

### 6. Discussion and Action Items

[15-388](#) Capital Allocation Working Group recommends funding an additional \$8,160 to the Access Control project at City Hall due to the elevator control and restricting access to the basement.

**Attachments:** [Access Control City hall and PD](#)

**Moved by Brey, seconded by Able, that this Action Item be accepted. The motion carried by the following vote:**

**Aye:** 4 - Sitkiewitz, McMeans, Able and Brey

[15-399](#) Request permission to fill Accountant position in Finance Department due to resignation.

**Attachments:** [Accountant\\_08-2014](#)

**Moved by Able, seconded by McMeans, that this Action Item be accepted. The motion carried by the following vote:**

**Aye:** 4 - Sitkiewitz, McMeans, Able and Brey

[15-397](#) Development Agreement with Only C Good LLC for an expansion project at 1851 S Alverno Road.

**Attachments:** [DA-Only C Good LLC DRAFT 3-31-15](#)

*Community Development Director Nic Sparacio spoke to the committee about the details of what is in the agreement.*

**Moved by Brey, seconded by Able, that this Action Item be accepted. The motion failed by the following vote:**

**Aye:** 4 - Sitkiewitz, McMeans, Able and Brey

[15-143](#) Agreement with Friends of Citizen Park Recreation Center

**Attachments:** [Citizen Park Friends Agreement.pdf](#)  
[00007610.docx](#)

*City Attorney Kathleen McDaniel informed the committee that a meeting is scheduled to discuss non-profit status, insurance, and fund raising matters. The committee would like a report back regarding those discussions.*

[15-144](#) Operations Agreement with The Friends of the Manitowoc Family Aquatics Center for cost sharing operational costs of the Manitowoc Family Aquatics Center

**Attachments:** [Agreement with Friends Group.pdf](#)

*Alderman E Sitkiewitz informed the committee that a meeting was held with the Friends group and had a very positive discussion. More planning session meetings will be held in the future to discuss improvements and marketing. City Attorney K McDaniel is awaiting a draft agreement from the Friends group.*

[15-272](#) Resolution to carry forward to 2015 departmental budgets various appropriations budgeted in 2014.

**Attachments:** [final carryforward requests from 2014 to 2015](#)

*Alderman C Able requested that a standardize form be created for future year's requests.*

**Moved by McMeans, seconded by Able, that this Resolution be accepted. The motion failed by the following vote:**

**Aye:** 4 - Sitkiewitz, McMeans, Able and Brey

[15-387](#) Capital Allocation Working Group recommends funding an unbudgeted request for \$853.00 for the Economizer replacement at the Visitor Information Center. The VIC will be funding \$853.00 toward the project also.

**Attachments:** [vic economizer](#)

**Moved by Brey, seconded by McMeans, that this Action Item be accepted. The motion carried by the following vote:**

**Aye:** 4 - Sitkiewitz, McMeans, Able and Brey

[15-389](#) Capital Allocation Working Group recommends funding 8,950 to secure the customer service window in the City Attorney/HR department.

**Attachments:** [Attny HR service area](#)

*The Personnel Committee tabled this issue at their April 6, 2015 meeting. There will be discussion of creating a plan for the entire building's safety needs. No formal action taken.*

[15-390](#) Capital Allocation Working Group recommends funding \$13,312 to renovate the Clerk's office window to provide customer service to the public.

**Attachments:** [Clerk service area](#)

*This item will be included in discussions of renovations for the safety and customer service needs of the entire City Hall building. No formal action taken*

[15-398](#) GASB 45 Report

**Attachments:** [GASB 45 2014 City Final Report](#)

**Moved by McMeans, seconded by Brey, that this Action Item be accepted and placed on file. The motion carried by the following vote:**

**Aye:** 4 - Sitkiewitz, McMeans, Able and Brey

## 7. Adjournment

**Moved by McMeans, seconded by Able to adjourn**