



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes - Draft Finance Committee

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Tuesday, May 13, 2014

6:30 PM

Council Chambers, City Hall  
Use lower level glass door.

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### 1. Call To Order

**Present:** 5 - Peter Bartels, Andy Reiland, Terry Thieme, Pieper and Daniel Manion

*Also in attendance: Ald. Patton, Ald. Cummings, Ald. Johnson, Attorney Running, City Administrator Henchel, and Fire Chief Howard.*

### 2. Approval of Minutes

**A. ID#14-0301** April 15, 2014 Minutes

**A motion was made by Reiland, seconded by Manion, that the Minutes be approved. The motion carried by the following vote:**

**Aye:** 5 - Bartels, Reiland, Thieme, Pieper and Manion

### 3. Business Items

**A. ID#14-0364** Review and act on a request to recommend to the Common Council the distribution of \$7,365 of funds to the Waukesha Bike Alliance held by BID to cover the cost of bike racks in the Central Business District.

**Sponsors:** Finance

*This item was put on hold for a future meeting.*

**B. ID#14-0354** Review and act on a request to recommend to the Common Council the distribution of \$11,200 to the Waukesha Downtown Business Association (WDBA) in deferred revenue held by BID for the operation of the 2013 Farmers Market.

**Sponsors:** Finance

*This item was put on hold for a future meeting.*

- C. ID#14-0355** Review and act on a request to recommend to the Common Council the approval of the 2013 Business Improvement District (BID) Audit as presented. This will result in a Final Audit being issued and distributions to property holders made.

The audit will include 3 changes from what was previous presented.

- a) A correction of the Cash Flows on page 5.
- b) A correction of the year collected on page 8.
- c) A change in the amount of the to be allocated based on the WDBA and Bike Alliance distribution.

**Sponsors:** Finance

*This item was put on hold for a future meeting.*

- D. ID#14-0365** Review and act on a request to recommend to the Common Council the approval of a contract with Community Care, Inc. to act as a billing agent for certain qualified ambulance calls, subject to review by the City Attorney.

**Sponsors:** City Administrator and Finance

**A motion was made by Thieme, seconded by Bartels, that this item be recommended for Council Consent. The motion carried by the following vote:**

**Aye:** 5 - Bartels, Reiland, Thieme, Pieper and Manion

- E. ID#14-0357** Review and act on a request to recommend to the Common Council the authorization of potential funds for radio purchase for the County-wide Public Safety Radio Upgrade Project.

**Sponsors:** Fire Department

*This is a matter of report not needing action of the committee as it is within budget.*

- F. ID#14-0305** Review and act on a request to recommend to the Common Council the transfer of \$374,873 from Health Insurance Fund to cover capital funding shortfall for West Avenue Landfill.

**Sponsors:** Finance

**A motion was made by Pieper, seconded by Reiland, that this item be recommended for Council Consent. The motion carried by the following vote:**

**Aye:** 5 - Bartels, Reiland, Thieme, Pieper and Manion

- G. ID#14-0366** Review and act on a request to recommend to the Common Council the Amendment of the 2014 CIP to appropriate \$90,000 from the Parking Utility Equity Fund to upgrade the collection system consistent with the new fee structure.

**Sponsors:** City Administrator

**A motion was made by Thieme, seconded by Bartels, that this item be recommended for Council Consent. The motion carried by the following vote:**

**Aye:** 5 - Bartels, Reiland, Thieme, Pieper and Manion

- H. ID#14-0373** Review and act on a request to recommend to the Common Council to approve the Safe Drinking Water Loan Fund in the Amount of \$450,000 Subject to Approval of Water Utility Commission.

**Sponsors:** Water Utility and City Administrator

**A motion was made by Thieme, seconded by Bartels, that this item be recommended for Council Consent. The motion carried by the following vote:**

**Aye:** 5 - Bartels, Reiland, Thieme, Pieper and Manion

- I. ID#14-0376** Review and act on a request from the Fire Department to enter into an intergovernmental agreement with the City of New Berlin to provide fire and EMS services to an area adjacent to the City of Waukesha eastern border.

**Sponsors:** Fire Department and City Administrator

**A motion was made by Pieper, seconded by Reiland, that this Business Items be recommended for Council approval. The motion carried by the following vote:**

**Aye:** 4 - Bartels, Reiland, Pieper and Manion

**Nay:** 1 - Thieme

#### 4. Communications and Referrals:

- A. ID#14-0304** Matter of Report: General Fund carryovers for funds 410, 420 and 430.

**Sponsors:** Finance

*Matter of report. No action required per City Finance Policy*

- B. ID#14-0368** Matter of Report: Plan to have the City make a second borrowing in August 2014 to provide funds for the Oberlin TIF, Oakdale repairs and storm sewer improvements.

**Sponsors:** City Administrator

*Matter of report. No action taken*

- C. ID#14-0369** Matter of Report: Update Finance Committee on the Clean Water Fund Loan for the Wastewater Treatment Plant upgrade.

Sponsors: City Administrator

5. Adjournment

**A motion was made by Pieper, seconded by Manion, that this be approved. The motion carried by the following vote:**

**Aye:** 5 - Bartels, Reiland, Thieme, Pieper and Manion