

**Finance Committee Meeting Minutes**  
**December 1, 2009**

**Chairman Larsen** called the meeting to order at 6:45 PM.

**Members Present:** Aldermen Larsen, Cochrane and Antonneau

**Staff Present:** Mayor Sullivan, Gard, Beguhn, Gallo, Kitsembel, Duffy, Frye, Schmidt, Pfister, Bednarski, Steinbach, Roush, Molitor and Coenen

**Others Present:** Alds. Miller, Schmitter and Morgan and Atty. Chapman

**2. Consider/recommend Purchasing Policy Revisions**

Kitsembel stated that this draft Purchasing Policy was presented to the Finance Committee on November 17<sup>th</sup> with revisions to the language for change orders and professional services based on concerns by Council. Since the Committee did not suggest any other changes; staff is bringing it back for a recommendation to Council. The Committee stated they had no concerns.

Motion by Antonneau to recommend approval of the purchasing policy with revisions as presented; second by Cochrane. Motion carried 3-0.

**3. Consider/recommend Impact and Other User Fee Increases**

Kitsembel stated that City ordinances allow us to adjust fees annually. For 2010, staff is recommending slight increases in City impact fees, Utility impact fees and several miscellaneous user fees as outlined in the packet. The fee adjustments for impact fees are based on the index increases of .0033 for CCI and on the average annual LGIP rate of .0083. Additionally, the increases to user fees are part of the 2010 approved budget. It was also pointed out that at last year's meeting the Committee asked staff to look at user fees and make incremental increases to reach the goal of comparable fees with other communities. The vehicle and animal impound fees are still below what it costs the City to impound, but the departments are comfortable with the proposed fees. Gard stated fee studies are done every year.

Motion by Antonneau to recommend impact and other fee increases as presented; second by Cochrane. Motion carried 3-0.

Motion by Antonneau to adjourn; second by Cochrane. Motion carried 3-0. The meeting adjourned at 6:52 PM.

Minutes taken by  
Diane Coenen, City Clerk  
Ald. Cochrane, Secretary