

FINANCE COMMITTEE

DECEMBER 16, 2008

The meeting was called to order by Ald. Hoy at 7:04 p.m. with the following Roll Call:

Members Present: Ald. Smith, Ald. Hoy, Ald. Pasbrig,

Members Absent:

Others Present: Mayor Heron, Ald. Voss, Ald. Nitschke Ald. Moede, Kathie Wild, Deanna Boldrey, Vern Hilker, Sally Kahlhamer, Sue Smith, Brian Wendorff, Mike Mandler, Don Rahn

Item #2 – Approve the Minutes of the November 18, 2008 meeting.

Motion by Ald. Smith, second by Ald. Pasbrig to approve the minutes. Motion carried unanimously.

Item #3 – Citizen Comments.

None.

Item #4 – Treasurer’s Report.

A. Monthly Financial Report.

Kathie Wild reported the monthly financial report for the period ending November 30, 2008.

B. 2008 Tax Collections.

Kathie Wild reported that all tax bills were mailed out on Thursday, December 11, 2008. City Hall Office Hours are Monday – Friday 8 a.m. - noon and 12:30 p.m. – 4:30 p.m. Dog and Cat licenses are also available. Taxes can be paid via credit card with a 2.75% convenience fee.

Item #5 - Golf Course Update.

A. Review 2009 Budget.

Brian Wendorff reported that the 2009 budget had not passed. Their budget meeting had to be rescheduled due to inclement weather.

B. Financials Update.

Brian Wendorff reported memberships have been coming in. There have been five new members.

C. Banquet and Outings Update.

Brian Wendorff reported that they have had Christmas parties in the month of December.

D. Building and Course Update.

Brian Wendorff reported that Bob Parduhn is compiling a list of maintenance items for the building and a repair plan.

E. Staff Update.

Brian reported that they do anticipate key staff members to return next season.

Item #6 –Main Street Mayville Marketing Presentation.

Ald. Hoy announced that Main Street Mayville will not be at the Finance Meeting.

Item #7 –Discuss/Approve Squad Car Purchase/Lease.

Ald. Hoy opened the discussion by directing to Chief Linzenmeyer and Comptroller/Treasurer, Kathie Wild. Chief Linzenmeyer commented that there are funds in the Squad Car Account to pay off the current lease/purchase early to free up funds for a New Squad Car Lease/Purchase in 2009. Discussion ensued in regards to whether the Police Department Budget was over budget already. It was stated that overtime has been controlled throughout 2008. Comptroller/Treasurer, Kathie Wild, confirmed the accounts. Chief Linzenmeyer stated that one of the squad cars is in need of much repair, the money spent to repair this squad car could go to a new Squad Car Lease Purchase. This is a Three Year Lease Purchase Plan. Ald. Hoy brought the discussion to a vote to approve the Squad Car Purchase/Lease. Motion by Ald. Pasbrig and second by Ald. Smith. Motion carried unanimously.

Item #8 –Discuss/Recommend Disallowance of Insurance Claim per Recommendation by AEIGIS Corporation.

Ald. Hoy explained that Richard, Lisa, & Shawna Koprek have claims against the City of Mayville. The letter from AEGIS was read by City Clerk, Deanna Boldrey. This letter states the disallowance. Ald. Hoy brought the discussion to a vote to recommend to council the disallowance of Insurance Claim per Recommendation by AEGIS Corporation. Motion made by Ald. Pasbrig, second by Ald. Smith. Motion Carried unanimously.

Item #9 –Discuss/Review 2007 Audit Report.

Ald. Hoy opened the discussion to Mike Mandler to begin the discussion. Mike Mandler has been at City Hall as a financial consultant. Mike reported that there has not been any suspicious accounting practices. There are accounting processes that were not done. This has resulted in finance charges and penalties.

Discussion was then opened to Don Rahn of Virchow and Krause. Don reviewed the 2007 audit that had been previously distributed. Don Rahn opened the review by pointing out the Clean Opinion Statement. It was also pointed out that the finances run on a Fund Basis, an Accrual Method. It is shown in the audit that the general funds owe other funds and the capital improvements fund is overdrawn. Normally an annual audit is completed by May or June of the previous year. The delay of the audit was caused by the reconciliation of the city's cash account with the golf course's accounts and the inter-relationship of the city's accounting software and the golf course's accounting software. The 2007 audit shows the city's borrowing at 43%.

Ald. Smith stated that each department should only spend what is budgeted and the City may have passed unbalanced budgets. The rules of G.A.S.B. should be followed. He also asked Don Rahn why the TIF 3 situation was not picked up by the Auditors. Don Rahn stated that the TIF 3 issue is a complicated issue that was not caught by the assessor or the DOR TIF Department.

Item #10 Adjournment

Motion by Ald. Pasbrig, second by Ald. Smith to adjourn at 8:50 p.m. Motion carried unanimously.

Deanna Boldrey, City Clerk