

MINUTES OF THE FINANCE COMMITTEE – FEBRUARY 23rd 2016

A meeting of the City of Prairie du Chien Finance Committee was held on Tuesday February 23rd 2016 at 6:20 PM in City Hall. Chairman Nate Gilberts called the meeting to order.

GENERAL ITEMS TO BE ACTED UPON:

- 1. Call to order/Roll Call** – Nate Gilberts (Chairperson), Karen Solomon, Jean Titlbach ABSENT – Ron Leys CITY STAFF ALSO PRESENT- Mayor Dave Hemmer, City Administrator Aaron Kramer, City Planner Garth Frable
- 2. Certification of the open meeting law agenda requirements and approval of the agenda** – MOTION: Solomon SECOND: Gilberts VOTE: 3-0
- 3. APPROVAL – Minutes of the February 2nd 2016 meeting** – MOTION: Titlbach SECOND: Solomon VOTE: 3-0

ACTION ITEMS

- 4. DISCUSSION AND ACTION – Claims** – ACTION: TO approve MOTION: Gilberts SECOND: Solomon VOTE: 3-0
- 5. DISCUSSION AND ACTION – Grants and Donations Fund** - Staff is recommending three fund transfers to eliminate some sub-category deficits in the Grants and Donations Fund. If approved, the item will be placed on the March 1st Council agenda. ACTION: To approve the fund transfers MOTION: Gilberts SECOND: Titlbach VOTE: 3-0
- 6. DISCUSSION AND ACTION – Policy 2016-01 (COMPREHENSIVE CREDIT AND GAS CARD POLICY)** – ACTION: To recommend the Council approve Policy 2016-01 MOTION: Gilberts SECOND: Solomon VOTE: 3-0
- 7. DISCUSSION AND ACTION – Possible Revisions to the City’s Bidding and Purchasing Policies** - A memo from City Planner Garth Frable outlining topics for discussion on this issue was included in the packet. Frable reviewed some possible revisions and changes that could be made to improve and streamline the City's purchasing and bidding process. No formal action was taken, but the consensus of the Committee was to move forward with possible revisions for them to review.
- 8. ADJOURNMENT (6:55 PM)** - MOTION: Solomon SECOND: Gilberts VOTE: 3-0

Submitted by City Administrator Aaron Kramer