MINUTES OF THE FINANCE AND HUMAN RESOURCES COMMITTEE MEETING HELD ON WEDNESDAY, SEPTEMBER 11, 2024

1. The meeting was called to order by Ald. Saryan at 6:02 P.M.

   Present:

   Ald. Kastner
   Ald. Bailey
   Ald. Saryan

   Also present:

   Michael Neitzke, Mayor
   Paula Schafer, Finance Director
   Julie Foley, Human Resources Director
   Tim Sowinski, Assistant Finance Director
   Scott Jaquish, Parks and Recreation Director
   Randy Esch, Public Works Superintendent

2. Approval of the June 12, 2024 Finance & Human Resources minutes.

   Motion by Ald. Bailey, seconded by Ald. Kastner, to approve the June 12, 2024 Finance & Human Resources minutes.

   The motion carried unanimously.

3. Discussion and decision regarding contract allowing for the continuation of the Stockbox program.

   Mr. Jaquish stated this is an annual renewal for continuation of the Stockbox program through the Hunger Task Force, which serves approximately 75 people. This has been running for approximately 10-15 years. Mayor Neitzke encourages the continuation of this program.

   Motion by Ald. Kastner, seconded by Ald. Bailey, to approve a contract allowing for the continuation of the Stockbox program.

   The motion carried unanimously.

4. Discussion/decision regarding agreement with Klemme Floats LLC.

   Mr. Jaquish stated this is a very popular event for the Cruisin Santa for children and families to see Santa Clause. It will take place over four nights.

   Motion by Ald. Kastner, seconded by Ald. Bailey, to approve an agreement with Klemme Floats LLC.

   The motion carried unanimously.

5. Discussion/decision to transfer remaining funds from CE2401 Hoist for DPW garage to CE2437 Gas Powered Post Pounder and CE2438 SkidSteer attachments.

Mr. Esch stated that since DPW did most of the work for the lift during the summer, the remaining funds of $19,889.81 is being requested to transfer to two other capital equipment projects: $3,149 to CE2437, and the remaining balance of $16,740.81 to CE2438.

Mayor Neitzke stated this is a continuation of other items pertaining to ARPA, which needs to be spent this year.

Motion by Ald. Kastner, seconded by Ald. Bailey, to approve transferring remaining funds from CE2401 Hoist for DPW garage to CE2437 Gas Powered Post Pounder and CE2438 SkidSteer attachments.

The motion carried unanimously.

6. Approval of mileage reimbursements in the amount of $740.36.

Motion by Ald. Kastner, seconded by Ald. Bailey, to approve of mileage reimbursements in the amount of $740.36.

The motion carried unanimously.

7. Approval of schedules of disbursements in the amount of $5,407,235.83.

| AP DISBURSEMENT SCHEDULES: | | | |
|---|---|---|---|
| AP CHECKS | 8/16/2024 | $ | 402,750.59 |
| AP CHECKS | 8/23/2024 | $ | 1,474,483.56 |
| AP CHECKS | 8/30/2024 | $ | 846,010.21 |
| AP CHECKS | 9/6/2024 | $ | 161,268.34 |
| WIRE TRANSFERS - AUGUST | | $ | 2,278,228.29 |
| P-CARDS - AUGUST | | $ | 244,494.84 |
| | | TOTAL $ | 5,407,235.83 |

Motion by Ald. Kastner, seconded by Ald. Bailey, to approve of schedules of disbursements in the amount of $5,407,235.83.

The motion carried unanimously.

8. Accept July 2024 financial statements.

09/05/2024 01:48 PM
User: Paula_S
DB: Greenfield

BUDGET REPORT FOR GREENFIELD
Fund: 010 GENERAL
Calculations as of 07/31/2024

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| ACCOUNT CLASSIFICA AND FUNCTION | DESCRIPTION | 2023 ACTIVITY | 2024 ORIGINAL BUDGET | 2024 ACTIVITY THRU 07/31/24 | BALANCE REMAINING |
|---|---|---|---|---|---|
| ESTIMATED REVENUES | | | | | |
| TAXES | TAXES | 20,099,466 | 20,154,229 | 20,119,550 | 34,679.00 |
| INTGOV | INTERGOVERNMENTAL | 4,263,172 | 5,074,404 | 3,090,899 | 1,983,505.00 |
| L&P | LICENSES AND PERMITS | 1,156,512 | 1,218,950 | 726,108 | 492,842.00 |
| FINES | FINES-FORFEITS-PENALTIES | 830,004 | 802,000 | 565,324 | 236,676.00 |
| CHRG | PUBLIC CHARGE FOR SERVICE | 2,462,918 | 1,983,500 | 1,289,825 | 693,675.00 |
| INT CHRG | INTERGOVERNMENTAL CHARGES | 1,585,017 | 1,388,561 | 680,688 | 707,873.00 |
| MISC REV | MISCELLANEOUS REVENUE | 851,295 | 487,369 | 474,131 | 13,238.00 |
| OTH FIN | OTHER FINANCING SOURCES | | 600,447 | 331 | 600,116.00 |
| TOTAL ESTIMATED REVENUES | | 31,248,384 | 31,709,460 | 26,946,856 | 4,762,604.00 |
| APPROPRIATIONS | | | | | |
| GENERAL | GENERAL GOVERNMENT | 4,116,923 | 4,242,413 | 2,329,082 | 1,913,331.00 |
| PS | PUBLIC SAFETY | 19,947,346 | 20,783,414 | 10,575,808 | 10,207,606.00 |
| PW | PUBLIC WORKS | 4,265,084 | 4,080,839 | 2,704,426 | 1,376,413.00 |
| HHS | HEALTH AND HUMAN SERVICES | 565,873 | 972,687 | 826,150 | 146,537.00 |
| CRE | CULTURE, REC AND EDUCATION | 1,186,812 | 1,400,244 | 681,772 | 718,472.00 |
| PD | PLANNING AND DEVELOPMENT | 187,569 | 214,863 | 112,104 | 102,759.00 |
| OTHER | OTHER FINANCING SOURCES(USES) | 188,343 | 15,000 | 15,569 | (569.00) |
| TOTAL APPROPRIATIONS | | 30,457,950 | 31,709,460 | 17,244,911 | 14,464,549.00 |
| NET OF REVENUES/APPROPRIATIONS - FUND 010 | | 790,434 | | 9,701,945 | 9,701,945.00 |
| BEGINNING FUND BALANCE | | 9,460,411 | 10,250,851 | 10,250,851 | |
| ENDING FUND BALANCE | | 10,250,845 | 10,250,851 | 19,952,796 | |

Motion by Ald. Kastner, seconded by Ald. Bailey, to accept July 2024 financial statements.

The motion carried unanimously.

9. Presentation of the proposed 2025 budget and brief discussion.

Mayor Neitzke presented the 2025 budget. The budget remains essentially flat, with the exception of wages and benefits.

There was further discussion about the debt and capital budgets.

10. Items for future agenda

Schedule the public hearing for the budget for November 6, 2024.

Schedule Department heads for personnel conversations/State of the Department with Committee of the Whole Finance & Human Resources meetings after the budget has been passed, during the months of November through January.

11. Adjournment

Motion by Ald. Saryan, seconded by Ald. Kastner, to adjourn the meeting at 7:02 pm.

The motion carried unanimously.