

MINUTES OF THE FINANCE AND HUMAN RESOURCES COMMITTEE MEETING HELD ON  
WEDNESDAY, SEPTEMBER 10, 2025

1. The meeting was called to order by Ald. Saryan at 6:00 P.M.

Present:

Ald. Kastner  
Ald. Saryan  
Ald. Bailey

Also present:

Michael Neitzke, Mayor  
Paula Schafer, Finance Director  
Julie Foley, Human Resources Director (Excused)  
Tim Sowinski, Assistant Finance Director  
Scott Jaquish, Parks and Recreation Director

2. Approval of the August 13, 2025 Finance & Human Resources minutes.

Motion by Ald. Bailey, seconded by Ald. Kastner, approving the August 13, 2025 Finance & Human Resources minutes.

The motion carried unanimously.

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

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

The motion carried unanimously.

4. Approval of schedules of disbursements in the amount of \$4,772,159.80.

AP DISBURSEMENT SCHEDULES:			
AP CHECKS	8/15/2025	\$	282,851.52
AP CHECKS	8/22/2025	\$	988,008.05
AP CHECKS	8/29/2025	\$	1,191,903.65
AP CHECKS	9/5/2025	\$	308,009.34
AP CHECKS		\$	
WIRE TRANSFERS - AUGUST		\$	2,001,387.24
P-CARDS		\$	
		TOTAL \$	4,772,159.80

Motion by Ald. Kastner, seconded by Ald. Bailey, to approve schedules of disbursements in the amount of \$4,772,159.80.

The motion carried unanimously.

- 5. Approval of mileage reimbursements in the amount of \$921.90.

Motion by Ald. Bailey, seconded by Ald. Kastner, to approve mileage reimbursements in the amount of \$921.90.

The motion carried unanimously.

- 6. Accept July 2025 financial statements.

ACCOUNT CLASSIFICA AND FUNCTION	DESCRIPTION	2024 ACTIVITY	2025 ORIGINAL BUDGET	2025 ACTIVITY THRU 07/31/25	REMAINING BUDGET
<b>ESTIMATED REVENUES</b>					
TAXES	TAXES	20,118,692	20,149,164	20,149,078	86.00
INTGOV	INTERGOVERNMENTAL	5,180,783	5,481,165	3,363,240	2,117,925.00
L&P	LICENSES AND PERMITS	1,180,958	994,850	430,267	564,583.00
FINES	FINES-FORFEITS-PENALTIES	829,351	810,000	573,014	236,986.00
CHRG	PUBLIC CHARGE FOR SERVICE	1,926,168	2,076,100	1,378,803	697,297.00
INT CHRG	INTERGOVERNMENTAL CHARGES	1,513,623	1,464,233	622,933	841,300.00
MISC REV	MISCELLANEOUS REVENUE	876,464	627,372	437,014	190,358.00
OTH FIN	OTHER FINANCING SOURCES	8,548	1,083,167	80,000	1,003,167.00
<b>TOTAL ESTIMATED REVENUES</b>		<b>31,634,587</b>	<b>32,686,051</b>	<b>27,034,349</b>	<b>5,651,702.00</b>
<b>APPROPRIATIONS</b>					
GENERAL	GENERAL GOVERNMENT	4,160,238	4,209,141	2,588,960	1,620,181.00
PS	PUBLIC SAFETY	19,740,160	21,614,649	11,581,078	10,033,571.00
PW	PUBLIC WORKS	4,184,447	4,328,591	2,680,502	1,648,089.00
HHS	HEALTH AND HUMAN SERVICES	847,137	808,237	786,285	21,952.00
CRE	CULTURE, REC AND EDUCATION	1,336,805	1,471,105	753,401	717,704.00
PD	PLANNING AND DEVELOPMENT	175,653	239,328	113,578	125,750.00
OTHER	OTHER FINANCING SOURCES(USES)	767,077	15,000	15,000	
<b>TOTAL APPROPRIATIONS</b>		<b>31,211,517</b>	<b>32,686,051</b>	<b>18,518,804</b>	<b>14,167,247.00</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 010</b>		<b>423,070</b>		<b>8,515,545</b>	<b>8,515,545.00</b>
	BEGINNING FUND BALANCE	10,250,851	10,673,928	10,673,928	
	ENDING FUND BALANCE	10,673,921	10,673,928	19,189,473	

Motion by Ald. Bailey, seconded by Ald. Kastner, to accept July 2025 financial statements.

The motion carried unanimously.

7. Presentation of the proposed 2026 budget and brief discussion.

Mayor Neitzke stated that the budget remains mostly flat. The slight increases are mostly due to the City's software licensing fees, the annual increase of employee salaries at 3%, and a 2% increase for the health insurance.

Mayor Neitzke requested authorization to publish the budget.

Motion by Ald. Kastner, seconded by Ald. Bailey, to authorize publishing the 2026 budget.

The motion carried unanimously.

8. Items for future agenda.

Additional budget meetings/questions.

9. Adjournment.

Motion by Ald. Kastner, seconded by Ald. Bailey, to adjourn the meeting at 6:58 pm.

The motion carried unanimously.