

**CITY OF FRANKLIN  
FINANCE COMMITTEE MEETING MINUTES  
FEBRUARY 23, 2021**

- I. The February 23, 2021 Finance Committee Meeting was called to order at 6 p.m. in the Hearing Room of Franklin City Hall by Chair Ciche.

Present were Members Ciche, Howard, Kuzik, Schmitt, Alderman Dandrea, Alderman Nelson, and Alderwoman Hanneman. Also present was Director of Finance & Treasurer Paul Rotzenberg and Director of Administration Peggy Steeno.

- II. Citizen Comment Period: No citizens were present.

- III. Approval of the January 26, 2021 Meeting Minutes

Motion made by Member Howard and seconded by Alderwoman Hanneman to approve the January 26, 2021 Finance Committee Meeting minutes as submitted. Upon vote, Ayes-All, motion carried.

- IV. 2021 Sanitary Sewer User Fee Alternatives

Director of Finance & Treasurer Paul Rotzenberg presented and reviewed this item with the Committee. Discussion was held.

Motion made by Alderwoman Hanneman and seconded by Alderman Dandrea to recommend to the Common Council a 9.8% Residential Sanitary Sewer 2021 rate increase. Upon vote, Ayes-All, motion carried.

- V. Tax Increment District 2020 Results and Projections for Balance of TID Project Plan

Director of Finance & Treasurer Paul Rotzenberg presented this item to the Committee. Discussion was held.

Motion made by Member Kuzik and seconded by Alderman Nelson to forward the Annual TID reports to the Common Council as presented. Upon vote, Ayes-All, motion carried.

- VI. 2020 Budget Amendment to Reallocate Pandemic \$250,000 Contingency Appropriation to Match where Funds were Spent and Other 2020 Budget Adjustments

Director of Finance & Treasurer Paul Rotzenberg presented this item to the Committee. Discussion was held.

Motion made by Alderwoman Hanneman and seconded by Member Howard to recommend to the Common Council adoption of the draft ordinance to amend Ordinance 2019-2398 as outlined and presented to reallocate the pandemic \$250,000 contingency appropriation to match where funds were spent and other 2020 budget adjustments. Upon vote, Ayes-All, motion carried.

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- VII. Recommend 2021 Budget Amendment to Reverse Encumbrances for Expenditures Actually Recorded in 2020.

Director of Finance & Treasurer Paul Rotzenberg presented this item to the Committee. Discussion was held.

Motion made by Member Howard and seconded by Member Kuzik to recommend to the Common Council adoption of an ordinance to amend Ordinance 2020-2453, an Ordinance adopting the 2021 annual budgets for the Capital Improvement and Sanitary Sewer Funds to remove encumbrance appropriations from 2020 for late arriving invoices charged to 2020 operations. Upon vote, Ayes-All, motion carried.

- VIII. Update on OPEB Trust Investment Performance

Director of Finance & Treasurer Paul Rotzenberg presented this item to the Committee. Discussion was held. Informational item only – no action taken.

- IX. Distribution of 2021 Budget Books

Director of Finance & Treasurer Paul Rotzenberg presented this item to the Committee. Discussion was held. Informational item only – no action taken.

- X. Authorization to Circulate a Request for Proposal to Audit and Other Accounting Review Services for the City of Franklin for Fiscal Years 2021, 2022, 2023, 2024, and 2025.

Director of Finance & Treasurer Paul Rotzenberg presented this item to the Committee. Discussion was held.

Motion made by Member Schmitt and seconded by Member Howard to recommend that the Common Council authorize circulating a limited Request for Proposal for auditing services. Upon vote, Ayes-All, motion carried.

- XI. Update on Past Council Actions Related to Finance Items

Director of Finance & Treasurer Paul Rotzenberg updated the Finance Committee on the most recent Council actions pertaining to the Finance Committee items. Informational item only – no action taken.

- XII. Next Meeting Date: March 23, 2021 at 6 p.m.

- XIII. Adjournment

Motion made by Member Howard and seconded by Alderwoman Hanneman to adjourn the February 23, 2021 Finance Committee Meeting at 7:58 p.m. Upon vote, Ayes-All, Motion carried.