

**CITY OF FRANKLIN
FINANCE COMMITTEE MEETING MINUTES
NOVEMBER 22, 2016**

- I. The November 22, 2016 Finance Committee Meeting was called to order at 6:01 p.m. in the Hearing Room of Franklin City Hall by Vice Chair Howard.

Present were Members Howard, Campbell, Witkowski, Alderman Dandrea, and Alderwoman Wilhelm. Members Ciche and Alderwoman Mayer were absent. Also present was Director of Finance & Treasurer Paul Rotzenberg.

- II. Citizen Comment Period: No citizen comments were made.

- III. Approval of the September 27, 2016 Finance Committee Meeting Minutes

Motion made by Alderman Dandrea and seconded by Member Campbell to approve the September 27, 2016 Finance Committee Meeting minutes as submitted. Upon vote, Ayes-All, motion carried.

- IV. Budget Amendment for Spending Issue in Several Departments

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

Motion made by Alderwoman Wilhelm and seconded by Member Witkowski to recommend to the Common Council approval of “An ordinance to amend Ordinance 2015-2198 adopting the 2016 annual budgets for the General Fund for the City of Franklin for fiscal year 2016, to provide additional personnel appropriations and reclassify contingency appropriation to vehicles in the Highway Department”. Upon vote, Ayes-All, motion carried.

- V. October 2016 Financial Statement Review & Recommendation to Common Council

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

Motion made by Member Witkowski and seconded by Alderman Dandrea to recommend to the Common Council acceptance of the October 2016 Financial Statements as submitted. Upon vote, Ayes-All, motion carried.

- VI. Update on 2014 Bond Issue Arbitrage

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

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VII. Escrow Tax Payment Processing with GovTech Services

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

VIII. Review of OPEB Trust Investments

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

IX. ADP Guarantee Agreement Approved by Common Council

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

X. 2017 Budget Adoption on November 15, 2016

Director of Finance & Treasurer Paul Rotzenberg reported to the Committee that the Common Council approved the 2017 proposed budget at their meeting on November 15, 2016. Informational item only – no action taken.

XI. Council Actions

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. Discussion of Future Topics for Finance Committee Consideration

- Park Impact Fee Update Report
- Tax Levy Freeze

XIII. Next Meeting Date: January 24, 2017.

The Finance Committee members asked that there not be a December meeting and that the next meeting be the regularly scheduled meeting date of January 24, 2017.

XIV. Adjournment

Motion made by Alderman Dandrea and seconded by Member Campbell to adjourn the November 22, 2016 Finance Committee Meeting at 7:19 p.m. Upon vote, Ayes-All, Motion carried.