



CITY OF WAUWATOSA
BUDGET AND FINANCE COMMITTEE
MINUTES • MARCH 25, 2014

Regular Meeting
Committee Room #2
8:00 PM

7725 West North Avenue, Wauwatosa, WI 53213

| Attendee Name | Title | Status | Arrived |
|-------------------|------------------------------|---------|---------|
| Peter Donegan | Alderman | Excused | |
| Craig Wilson | Alderman | Present | |
| John Dubinski | Alderman | Present | |
| Tim Hanson | Alderman | Excused | |
| Jill Organ | Alderwoman | Present | |
| Joel Tilleson | Alderman | Present | |
| Brian Ewerdt | Alderman | Excused | |
| Donald Birschel | Alderman | Present | |
| James Archambo | City Administrator | Present | |
| Elizabeth Hilt | Program Analyst | Present | |
| Beth Aldana | HR Director/Asst. City Atty. | Present | |
| James Wojcehowicz | Water Superintendent | Present | |
| John Ruggini | Finance Director | Present | |

BUDGET AND FINANCE COMMITTEE ITEMS

1. Memo from the Water Superintendent requesting approval of a proposal/contract agreement with Dixon Engineering for rehabilitation, engineering and inspection services of the Glenview Water Tower

The Committee reviewed a memo from the Water Superintendent requesting approval of a proposal/contract agreement with Dixon Engineering for rehabilitation, engineering and inspection services of the Glenview Water Tower.

Mr. Wojcehowicz recommended approval of the Proposal/Contract Agreement with Dixon Engineering for rehabilitation engineering and inspection services. The City's Engineering Department lacks the qualified staff and Dixon Engineering has worked well with the City in the past.

Moved by Ald. Tilleson, seconded by Ald. Wilson to recommend approval of the Proposal/Contract Agreement with Dixon Engineering in an amount not to exceed \$38,613, without notice of additional costs - Ayes: 5

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|------------------|---|-------------------------------|
| RESULT: | RECOMMENDED FOR APPROVAL [UNANIMOUS] | Next: 4/1/2014 7:30 PM |
| TO: | Common Council | |
| MOVER: | Joel Tilleson, Alderman | |
| SECONDER: | Craig Wilson, Alderman | |
| AYES: | Wilson, Dubinski, Organ, Tilleson, Birschel | |
| EXCUSED: | Donegan, Hanson, Ewerdt | |

2. Memo from the Water Superintendent recommending a State/Municipal Agreement and a Municipal Agreement with the Wisconsin Department of Transportation as related to the Zoo Freeway Project and the Wisconsin Avenue Bridge Reconstruction

The item was not discussed per the request of the submitting department director.

3. Memo from the Asst. City Attorney recommending an ordinance amendment to remove the fee amount listed for Street Festival Permits

The Committee reviewed a memo from the Asst. City Attorney recommending an ordinance amendment to remove the fee amount listed for Street Festival Permits.

The actual fee for Street Festival Permits was increased from \$100 to \$125 and posted in the fee schedule, but the ordinance was not revised to reflect such. The city may only charge the fee as stated in the ordinance.

Ms. Aldana recommended that the Committee take action and amend the ordinance to delete reference to the \$100 fee or any specific fee amount, instead adopting a provision that simply references the consolidated fee schedule for the specific fee. The proposed ordinance would render it consistent with other city ordinances, provide more accurate information, and allow the city to charge the current fee of \$125 or any future changes to the fee.

Moved by Ald. Birschel, seconded by Ald. Organ
to amend Wauwatosa Municipal Ordinance Section 6.98.040
by deleting the reference to a specific fee amount and adopt a
provision that references the consolidated fee schedule for
the specific fee - Ayes: 5

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|------------------|---|-------------------------------|
| RESULT: | RECOMMENDED FOR INTRODUCTION [UNANIMOUS] | Next: 4/1/2014 7:30 PM |
| TO: | Common Council | |
| MOVER: | Donald Birschel, Alderman | |
| SECONDER: | Joel Tilleson, Alderman | |
| AYES: | Wilson, Dubinski, Organ, Tilleson, Birschel | |
| EXCUSED: | Donegan, Hanson, Ewerdt | |

4. Memo from the Human Resources Director/Asst. City Attorney requesting authorization to continue the City's self-insured Worker's Compensation program as required by the State Department of Workforce Development

The Committee reviewed a memo from the Human Resources Director/Asst. City Attorney requesting authorization to continue the City's self-insured Worker's Compensation program as required by the State Department of Workforce Development.

Ms. Aldana explained that the City has self-funded Worker's Compensation claims for approximately 30 years. The state requires the City to update its official authorization of the self-funded program.

The City pays first dollar of all Worker's Compensation claims until our insured stop loss retention of \$500,000. The City also has the option of fully insuring its Worker's Compensation risk. However, it is financially advantageous to the City to self-insure. The net savings of self-insuring from 2009-2013 the risk vs. fully insuring the risk was \$540,297.

Ms. Aldana recommended that the City continue to self-insure its Worker's Compensation program.

Moved by Ald. Tilleson, seconded by Ald. Dubinski
to recommend continuation of the City's self-insured
Worker's Compensation program and a resolution to act as the
required notice to the State - Ayes: 5

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|------------------|---|-------------------------------|
| RESULT: | RECOMMENDED FOR APPROVAL [UNANIMOUS] | Next: 4/1/2014 7:30 PM |
| TO: | Common Council | |
| MOVER: | Joel Tilleson, Alderman | |
| SECONDER: | John Dubinski, Alderman | |
| AYES: | Wilson, Dubinski, Organ, Tilleson, Birschel | |
| EXCUSED: | Donegan, Hanson, Ewerdt | |

5. Memo from the Human Resources Director/Asst. City Attorney requesting authorization to enter into a professional services agreement with Hays Companies of Wisconsin regarding health insurance and employee benefits

The Committee reviewed a memo from the Human Resources Director/Asst. City Attorney requesting authorization to enter into a professional services agreement with Hays Companies of Wisconsin regarding health insurance and employee benefits.

Ms. Aldana explained that the City uses the expertise of a benefit consultant in areas such as request for proposals, strategic planning for labor negotiations, general strategic planning, experience analysis, renewal negotiations and legislative compliance support.

The City began a consulting relationship with Hays in June 2013 and have been pleased with the quality of the services thus far. There is no increase in fees over the similar contract the City held with a previous vendor in 2012 and the partial year fees the City had with Hays in 2013. The fiscal impact for a contract for the remainder of 2014 is \$24,000. The total cost for calendar year 2014 will be \$32,000.

Ms Aldana requested authorization to enter into a contract for up to three years at an annual cost of \$32,000. Under the proposed contract, both parties retain the option of terminating the contract by providing a 60 day written notice.

Responding to the Committee's questions, Ms. Aldana explained that the switch to Hays in 2013 was not brought before Council because the cost of a partial year was less than the threshold for Council approval. The City requires a benefit consultant that can meet the City's high demand for claim projections and Hays excels in this area. Additionally, the annual fee does not include commissions, but is a straight rate of \$32,000.

Moved by Ald. Wilson, seconded by Ald. Tilleson
to recommend authorization to enter into a 3-year professional services
agreement with Hays Consulting Services for benefit consultant services
at an annual cost of \$32,000, with an option to terminate
with 60-day notice - Ayes: 5

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| RESULT: | RECOMMENDED FOR APPROVAL [UNANIMOUS] | Next: 4/1/2014 7:30 PM |
| TO: | Common Council | |
| MOVER: | Craig Wilson, Alderman | |
| SECONDER: | Joel Tilleson, Alderman | |
| AYES: | Wilson, Dubinski, Organ, Tilleson, Birschel | |
| EXCUSED: | Donegan, Hanson, Ewerdt | |

6. Memo from the Human Resources Director/Asst. City Attorney requesting authorization to enter into a professional services agreement with Froedtert Health Inc., d/b/a/ Froedtert Health Workforce Health, for wellness coaching services

The Committee reviewed a memo from the Human Resources Director/Asst. City Attorney requesting authorization to enter into a professional services agreement with Froedtert Health Inc., d/b/a/ Froedtert Health Workforce Health, for wellness coaching services.

Ms. Aldana explained that this item is a follow-up to the description of the 2014 Wellness program that was presented and approved during the fall budget process. As described, the City has launched an outcomes based wellness program. One of the key strategies in our outcomes-based program is to provide on-site wellness coaching for employees. The City introduced the new wellness coaching model in early 2014. The coach has regularly scheduled appointments at all of the City operational locations, including City Hall, DPW, Police, and all Fire stations.

Based on the initial employee interest in wellness coaching, Ms. Aldana requested authorization to formalize this agreement with Froedtert. The hourly rate is \$60 and the requested authorization would be for contractual services for coaching up to an amount of \$30,000. This expenditure is within the approved wellness budget.

Ald. Tilleson and Ald. Wilson applauded the efforts of the Human Resources Department.

Ald. Organ asked how the number of wellness coaching sessions are controlled and how the coaching sessions relate to the biometric screenings.

Ms. Aldana explained that the City controls how many slots are available and the coaching sessions allow employees to address issues found in the screening process.

Ald. Birschel asked if the HR department receives information about medical conditions that may impact an employee's level of fitness.

Ms. Aldana explained that the City only receives aggregate data, but the program includes reasonable alternatives for employees with such conditions.

Moved by Ald. Tilleson, seconded by Ald. Wilson
to recommend authorization of a contractual services agreement
with Froedtert Health Workforce Health in an amount up to
\$30,000 for wellness coaching - Ayes: 5

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|-----------------|---|-------------------------------|
| RESULT: | RECOMMENDED FOR APPROVAL [UNANIMOUS] | Next: 4/1/2014 7:30 PM |
| TO: | Common Council | |
| AYES: | Wilson, Dubinski, Organ, Tilleson, Birschel | |
| EXCUSED: | Donegan, Hanson, Ewerdt | |

7. Memo from the Senior Management Analyst recommending a pilot program authorization for in-house concrete sidewalk projects

The Committee reviewed a memo from the Senior Management Analyst recommending a pilot program authorization for in-house concrete sidewalk projects.

Ms. Hilt explained that the Department of Public Works is requesting approval of the Committee to authorize a pilot program to allow City crews to perform public construction as part of the annual Sidewalk Replacement Program.

Part of the 2014 Department of Public Works levy reduction strategy, already discussed with Budget and Finance Committee, is to take a portion of the contracted annual work to replace neighborhood sidewalks and then construct a portion of that work with City crews. The Pilot Program area will include the area from W. Wright to W. Center, and N.80th to Wauwatosa Ave. In addition, the City has proposed to complete the necessary work of replacing failed porous walk on N. 72nd in Hart Park pending MMSD approval.

This is the City's first venture into concrete production work. Throughout the program, careful measurements of time, labor and material will be recorded and analyzed to test whether the City can reduce costs further in the future by bringing more of this work in-house. The City crews will follow the same specs that private contractors must follow, and City inspectors will be onsite in order to ensure the same quality standards are met.

The 2014 Annual Sidewalk Replacement Program allocation for construction is \$360,000. The levy reduction target from the Roadway Maintenance budget is \$32,200. Final costs may vary depending upon actual quantities and data measured during the pilot program.

In compliance with State Statute, the Department of Public Works will keep an accurate account of the cost of the portion of the sidewalk program completed by City crews and report back to the Council.

On behalf of the Department of Public Works, Ms. Hilt requested that the Committee recommend authorization of the Sidewalk Pilot Program. This pilot, if approved, will allow City crews to perform 10% of the sidewalk replacement in 2014 without bids. The other 90% of the program will be conducted by a private contractor using the standard public bidding process.

Responding to Ald. Tilleson's question, Mr. Porter explained that the unit cost does not vary, but it is based on the frontage of the property and the cost also depends on several variables.

Mr. Ruggini noted that 20% is added to the resident bill to cover the cost of communal areas of the sidewalk.

Moved by Ald. Wilson, seconded by Ald. Tilleson
to recommend approval of the 2014 Sidewalk Pilot Program,
thereby allowing City crews to perform 10% of the planned sidewalk
replacement in 2014, and suspending the bidding process for that portion of
the program - Ayes: 5

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|------------------|---|-------------------------------|
| RESULT: | RECOMMENDED FOR APPROVAL [UNANIMOUS] | Next: 4/1/2014 7:30 PM |
| TO: | Common Council | |
| MOVER: | Craig Wilson, Alderman | |
| SECONDER: | Joel Tilleson, Alderman | |
| AYES: | Wilson, Dubinski, Organ, Tilleson, Birschel | |
| EXCUSED: | Donegan, Hanson, Ewerdt | |

8. Memo from the Fire Chief requesting adoption of revised ambulance fees for paramedic services

The Committee reviewed a memo from the Fire Chief requesting adoption of revised ambulance fees for paramedic services.

Asst. Chief Case recommended adoption of the paramedic fees for service as recommended by the MCAFC. These rates will become effective upon Common Council approval.

Responding to Ald. Organ's question, Asst. Chief Case explained that the rates are higher than most medicare fees, but rates are often adjusted down by private insurance companies.

Mr. Ruggini explained that approximately 15-20% ambulance billings are direct pay, individuals paying without private insurance, and the City does not currently adjust their rates. He noted that the City could consider a hardship policy in the future and suggested that the new ambulance billing vendor present information to the Committee later this year.

Asst. Chief Case noted that those billed with private insurance are required to pay the cost variance between their insurance coverage and the billed amount.

Moved by Ald. Tilleson, seconded by Ald. Dubinski
to recommend adoption of a 1.4% paramedic fees for service increase
as recommended by the MCAFC - Ayes: 5

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|------------------|---|-------------------------------|
| RESULT: | RECOMMENDED FOR APPROVAL [UNANIMOUS] | Next: 4/1/2014 7:30 PM |
| TO: | Common Council | |
| MOVER: | Joel Tilleson, Alderman | |
| SECONDER: | John Dubinski, Alderman | |
| AYES: | Wilson, Dubinski, Organ, Tilleson, Birschel | |
| EXCUSED: | Donegan, Hanson, Ewerdt | |

9. Memo from the Finance Director presenting preliminary year-end results for the General Fund

The Committee reviewed a memo from the Finance Director presenting preliminary year-end results for the General Fund.

Mr. Ruggini explained that 2013 had a very complicated year-end with multiple moving pieces.

The following provides a summary of significant issues or changes from the budget:

Revenues

1. Other taxes improved in the fourth quarter with a year over year increase for that period of \$15,991 resulting in a \$8,584 surplus. This was likely due to lower than anticipated vacancy rates at the participating senior living centers.

2. Despite a strong performance in the fourth quarter with a year-over-year increase of \$12,549, Hotel/Motel revenue was still \$23,257 under budget. This was likely due to the construction along the Mayfair corridor continues to impact City hotels.
3. State and Federal Grants exceeded budget by \$165,067. The two grants that account for the majority of the variance were the Zoo Mitigation funds received by the Police and Public Works departments as well as a Site Assessment grant received by the Planning Department.
4. As forecasted, building permits exceeded budget by nearly 60%. The \$1,151,847 in total building permit revenue was derived from \$111,071,060 in construction value. This was the best year since 2007, but just above average for the 20-year period when adjusted for inflation.

Mr. Ruggini noted that even though the building permit revenue was strong in 2013, the City would need three projects equal to the size of the Mayfair Collection to balance the 2015 budget with net new construction.

5. Other Permits also exceeded budget by 31.5% due to an increase in parade fees and street occupancy permits.
4. Public Safety Violations deficated by 14.3% which was worse than expected. A slow-down in parking violation revenue resulted in a loss of \$73,588 (13.65% of budget). Court penalties never recovered from a slow start resulting in a \$113,197 deficit or 17.41% . The parking violation deficit is attributed to vacancies in the police department which has resulted in less night-time parking enforcement.

Mr. Ruggini noted that temporary help in the Court Clerk's office contributed to the improved results by eliminating the driver licenses suspension backlog and providing additional warrant processing. He applauded the Court Clerks for their efforts. The impact of this strategy will take longer than anticipated; however, it is showing positive signs in 2014.

5. As anticipated in the third quarter forecast (under additional issues), the City had to write-off over \$200,000 in ambulance bills greater than 120 days past due. These bills were sent to collections, so that a portion will be recovered; however, the write-off was charged against revenue resulting in a revenue deficit of \$206,078. The new billing company took over on January 1, 2014 and initial results look promising. However, over \$300,000 of uncollected bills remain with the previous billing company who will continue to work those accounts through 3/31/2014 after which they will be written off and sent to collections, so it is likely that ambulance revenue will struggle in 2014 as well. Transports did decrease slightly from 3,247 in 2012 to 3,208 which also contributed to the revenue slow-down.

Mr. Ruggini noted that past due amounts are easier to collect if they are sent to collection sooner. The new vendor promptly addresses past due accounts, thereby decreasing the magnitude of write-offs in the future.

6. Other fees surplusd by \$169,368 as a result of the closing of TIF 4. The City received approximately \$140,000 of the remaining fund balance which is included here.
7. The third quarter forecast anticipated an interest earnings deficit of \$100,000 due to smaller than forecasted cash balances and decreases in the yield of the City's bond portfolio. It also mentioned the required "mark to market" at the end of the year. There was a significant volatility as this "mark to market" adjustment, equaling a negative \$651,788 or nearly 75% of the budgeted amount. Without this adjustment, interest earnings would have been \$635,719 as compared to a budget of \$891,000. Instead, earnings were \$174,281.

Mr. Ruggini explained that as the City spends down TIF #2, the City's managed portfolio shrinks and reduces our investments. The "mark to market" adjustment requires the City to adjust their portfolio value to equal the amount it would sell on the current market, as if they are selling it.

This loss occurred largely because of a spike in yields in the spring. The fixed income market was at the worst

level since 1994. The yield of the 10-year Treasury Bond spiked from a low of 1.66% in May to a high of 3.04% on December 31. This 83% increase in rates was largely unexpected as economic reports in the spring forecasted the 10-year Treasury to rise slowly to 2.25% through 2014.

Mr. Ruggini reiterated that this spike was completely unexpected and explained that this is not an actual loss, but a loss on paper. As long as the City keeps those Bonds to maturity, the City will receive back the money invested.

In total, revenues, including transfers, deficated by \$101,447 or 0.19%. In summary, building permit revenue largely offset public safety and interest earning deficits.

Expenditures

1. As expected, salaries surplused by \$638,885 or 2.6% which compared favorably with prior quarter forecasts. The largest savings were in the police (\$253,632) and engineering departments (\$231,503) due to vacancies and \$79,260 in undistributed payroll for 2013 performance pay which was carried over and distributed in 2014.
2. Correspondingly, overtime was significantly higher than budget with the final amount \$204,157 over budget. This is largely the result of back-filling for vacant public safety positions and construction surveyors with overtime. While in isolation, this is problematic, as it is 20% over budget, it needs to be considered in conjunction with salary savings which offset the deficit.
3. Fringe benefits surplused by \$51,800 largely as forecasted; however, this masked several significant items. Worker compensation costs resulted in an additional \$100,000 being charged to General Fund departments to help cover a nearly \$500,000 shortfall in the worker compensation fund. This was largely offset by a reduction in the dental transfer of \$83,000 as a result of a surplus in that fund. The health life transfer was not reduced as savings from the health life fund were also transferred to the worker compensation fund to help offset the loss.
4. Inter-departmental charges resulted in a \$197,309 surplus due to lower utilization of fleet services and lower fuel utilization. Departments were also provided a dividend from Fleet as it showed a significant profit due in part to its actual hourly rate being less than the estimated rate that was used to charge departments.
5. Contractual services is one area that is somewhat distorted due to comparing to the original budget as Engineering was \$93,530 over budget as they back-filled vacant engineering positions with contracted staff; however, this was addressed with the re-estimated budget.
6. Similarly, non-departmentals were over-budget as the litigation reserve required an approximately \$80,000 transfer from the contingency fund which was accomplished via fund transfer.
7. Due to the loss of interest earnings, several adjustments were made to transfers. The transfer to the Amortization Fund was reduced by \$716,719, the exact amount of the shortfall in interest earnings. It is the City's practice to fund the Amortization Fund with interest earnings. However, to avoid a subsequent reduction in the Amortization Fund, the transfer from the Amortization Fund to the debt service fund was decreased. Correspondingly, the transfer from the General Fund to the Debt Service Fund was increased resulting in a \$541,719 deficit. The General Fund transfer to Debt Service did not have to increase by the full \$716,719 decrease in the transfer to the Amortization Fund due to bond premium in the Debt Service fund which was used to pay debt service in place of levy.

This is a complicated set of inter-related transactions, but it can be summarized by saying that in order to prevent a draw-down of the Amortization Fund due to lower-than budgeted interest earnings, additional property tax levy was used to pay debt service. This was mitigated by the use of unbudgeted bond premium that was required to be used for 2013 debt service.

In total, expenditures surpassed by \$503,023.

Based on the revenue and expenditure results as described above, the General Fund will have a surplus of \$588,868. Given the \$500,000 of surplus applied in the 2013 budget, this would result in a \$88,868 increase to the General Fund balance. This represents a variance of 0.17% of total budgeted expenditures.

Mr. Ruggini noted that these figures are unaudited and as such, may change.

Ald. Tilleson inquired regarding overtime and staffing issues, and questioned if the City will see deficits in the future.

Mr. Ruggini explained that the hard winter caused extreme amounts of overtime in Public Works and Water, so he expects a deficit in overtime for those departments in 2014. In addition, the Police Department can only train so many positions at one time and Engineering positions are difficult to fill as they require varying levels of experience and require separate recruitments. It is possible for Police and Engineering to also deficit in overtime in 2014.

Mr. Archambo noted that the Human Resources Department continually works to fill positions as needed. The City has had 20-25 active recruitments consistently over the past six months.

Ald. Birschel thanked Mr. Ruggini for his clear, forthright, and thoughtful explanations to the Council throughout his tenure.

Mr. Archambo remarked that accurate budgeting is budgeting well done. The very low budget variance of 0.17% in 2013 indicates that the City budgets accurately. He applauded the hard work and expertise of City staff led by Mr. Ruggini and the diligent efforts of the Budget Committee.

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| RESULT: | INFORMATION ONLY |
|----------------|-------------------------|

10. Memo from the Development Director recommending an amendment to TIF #3 and approving the project plan and creation of TIF #8

The Committee reviewed a memo from the Development Director recommending an amendment to Tax Incremental Financing District (TIF) #3 and approving the project plan and creation of TIF #8.

Mr. Archambo requested that the Committee recommend approval of the plan as outlined in the memo and meeting packet. The proposed plan includes an amendment to TIF #3 and the creation of TIF #8, while also transferring the fund balance from TIF #3 to TIF #8.

This plan allows the City to cover the financial obligations of TIF #3, including continued environmental mediation at the Western Metals site and future reconstruction of State Street. The new TIF #8 enables new areas of development and continues to support the Western Metal site development.

In short, this plan reduces the size of the TIF in the State Street area of Wauwatosa, west of the village, and adds 1.5% of the City's property value, equaling \$75 million, on to the tax roll. Thereby allowing the City to utilize half of this net new construction as an increase to the tax levy in 2015.

Mr. Ruggini explained that the anticipated TIF cash flow listed in the memo is not required, but merely a forecast of future TIF costs for development projects. The City is not bound to spend that amount.

Ald. Wilson noted that he has heard this item discussed in several other committees, including the Economic Development Authority Committee and the Community Development Authority. He remarked that this plan is well thought out. It will take advantage of the work already accomplished in TIF #3 and continue promoting development in TIF #8 by covering new areas outside of the TIF #3 boundaries.

Mr. Ruggini noted that Hart Park Square was only included because of the state requirement of a contiguous TIF area.

Ald. Wilson noted that the amendment to TIF #3 will bring in approximately \$2 million per year in additional property taxes.

Mr. Ruggini noted that this action of amending a TIF and creating a new TIF could be used in the future, possibly with TIF #7 - Burleigh Triangle, depending on the success of this plan.

Ald. Tilleson inquired whether a TIF may be created in the village area to address challenging properties, such as the old fire station parcel.

Mr. Archambo stated that the contiguous area requirement limits the current TIF from extending into the village, but the creation of a new TIF for the village area may be warranted.

Ald. Dubinski agreed that there are development ideas for the village area that could warrant the discussion of a new TIF.

Mr. Archambo explained that the parcels included in the TIF must be at least 50% re-developable, so the boundaries must be considered carefully. The City currently holds less than 6% of total property value in TIF districts, which is well below the State limit of 12% and it will fall to approximately 2% when Tif #2 closes in 2015.

Ald. Wilson remarked that an overarching TIF policy should be created. Considering the level of development and use of TIF assistance, he opined that the TIF approval process should be guided by a policy rather than the current project-by-project approval process.

Mr. Archambo agreed that the City has had great development successes over the past few years. He urged that the City must remain diligent in these efforts and work to maintain this level of success.

Moved by Ald. Birschel, seconded by Ald. Dubinski to recommend approval of amending TIF #3 and approving the project plan and creation of TIF #8 - Ayes: 5

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| RESULT: | RECOMMENDED FOR APPROVAL [UNANIMOUS] | Next: 4/1/2014 7:30 PM |
| TO: | Common Council | |
| MOVER: | Donald Birschel, Alderman | |
| SECONDER: | John Dubinski, Alderman | |
| AYES: | Wilson, Dubinski, Organ, Tilleson, Birschel | |
| EXCUSED: | Donegan, Hanson, Ewerdt | |

11. Vouchers

Moved by Ald. Tilleson, seconded by Ald. Wilson That each and every voucher be allowed and paid - Ayes: 5

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|------------------|---|
| RESULT: | APPROVED [UNANIMOUS] |
| MOVER: | Joel Tilleson, Alderman |
| SECONDER: | Craig Wilson, Alderman |
| AYES: | Wilson, Dubinski, Organ, Tilleson, Birschel |
| EXCUSED: | Donegan, Hanson, Ewerdt |

The meeting adjourned at 9:33 p.m.

Carla A. Ledesma, CMC, City Clerk