



11333 N. Cedarburg Road
Mequon, WI 53092
Phone: 262-236-2941
Fax: 262-242-9655

www.ci.mequon.wi.us

Office of the City Administrator

FINANCE-PERSONNEL COMMITTEE

Tuesday, December 10, 2024

6:00 PM

North Conference Room

Minutes

1) Call to Order, Roll Call

Present:

Mayor Andrew Nerbun

Alderman William Gebhardt

Alderman Brian Parrish

Alderman Robert Strzelczyk -- **Absent**

Also Present: William Jones, City Administrator, Brenda Arnett, Finance Director, Marie Keyser, Assistant Finance Director, Justin Schoenemann, Assistant City Administrator, Caroline Fochs, City Clerk, Brian Sajdak, City Attorney, Kimberly Tollefson, Community Development Director, Tara Jester, Accounting Specialist, Julia Perszyk, HR Coordinator, Brian Roemer, Ehlers Senior Municipal Advisor and Ariana Schmidt, Ehlers Senior Financial Specialist.

2) Approve Meeting Minutes

a. Finance-Personnel Meeting Minutes of November 12, 2024

RESULT: **Approved by Voice Acclamation [Unanimous]**

MOVED BY: Alderman Gebhardt

SECONDED BY: Alderman Parrish

AYES: Gebhardt, Parrish

ABSENT: Strzelczyk

3) License Applications

a. December 2024 Licenses

RESULT: **Approved by Voice Acclamation [Unanimous]**

MOVED BY: Alderman Gebhardt

SECONDED BY: Alderman Parrish

AYES:	Gebhardt, Parrish
ABSENT:	Strzelczyk

4) Vouchers Paid

a. November 2024 Vouchers Paid List

RESULT: **Approved by Voice Acclamation [Unanimous]**

MOVED BY: Alderman Parrish

SECONDED BY: Alderman Gebhardt

AYES:	Gebhardt, Parrish
ABSENT:	Strzelczyk

5) Resolutions

a. **RESOLUTION 4160** A Resolution Awarding the Sale of \$6,955,000 General Obligation Promissory Notes, Series 2025A; Providing the Form of the Notes; and Levying a Tax in Connection Therewith

Administrator Jones briefed the Committee on the borrowing amount and planned uses. The intended uses are: \$5.25M for Roads, \$1M for the Brush Site and \$600k for Council Chamber Improvements. This leaves \$105k for issuance costs associated with the borrowing.

Brian Roemer from Ehlers was in attendance at the meeting for follow up questions from the Committee members.

RESULT: **Approved by Voice Acclamation [Unanimous]**

MOVED BY: Alderman Gebhardt

SECONDED BY: Alderman Parrish

AYES:	Gebhardt, Parrish
ABSENT:	Strzelczyk

b. **RESOLUTION 4161** A Resolution Approving a Five-Year Agreement for Implementation and Operation of an Enterprise Land Management System with Tyler Technologies, Inc., Yarmouth, Maine, in the Amount of \$712,694

Administrator Jones explained to Committee members the process staff took to come to this decision for an Enterprise Land Management System. Tyler Technologies rated highest among the project team, which consisted of staff members from several different departments. One notable point is the City already uses Tyler for its Enterprise Resource Planning system, as such it will integrate seamlessly with that.

RESULT: **Approved by Voice Acclamation [Unanimous]**

MOVED BY: Alderman Parrish

SECONDED BY: Alderman Gebhardt

AYES:	Gebhardt, Parrish
ABSENT:	Strzelczyk

- c. **RESOLUTION 4162** A Resolution Adopting the Compensation Plan for Non-Represented Employees for Fiscal Year 2025

RESULT: **Approved by Voice Acclamation [Unanimous]**

MOVED BY: Alderman Gebhardt

SECONDED BY: Alderman Parrish

AYES:	Gebhardt, Parrish
ABSENT:	Strzelczyk

6) Discussion Items

- a. 2024 YTD Budget Report as of September 30, 2024
- b. 9916 : 2024 YTD Cash & Investment Report as of September 30, 2024

Assistant Finance Director Keyser briefed the Committee members on the Year-to-Date interest booked from January through September in the bank accounts as well as investment portfolios.

- c. Finance - Personnel Work Plan

7) Adjourn

A motion to adjourn was made at 6:30 P.M. by Alderman Parrish, seconded by Alderman Gebhardt. All voted in favor "aye."

Respectfully Submitted,

Marie Keyser
Assistant Finance Director