
MEETING MINUTES
BUDGET & FINANCE COMMITTEE
CITY OF FRANKLIN, TENNESSEE
CITY HALL BOARDROOM
WEDNESDAY, MARCH 20, 2013 @ 3:00 P.M.

Committee Members

Alderman Ann Petersen, Chair
Alderman Beverly Burger, Vice Chair
Alderman Brandy Blanton
Alderman Michael Skinner

Other Attendees

P	Eric Stuckey, City Administrator	P
P	Russell Truell, ACA Finance & Administration	P
P	Vernon Gerth, ACA Community & Economic Dev.	P
P	Mike Lowe, Comptroller	P
	Debbie Henry, TMA Group	P
	Joe York, Streets Director	P
	Paul Holzen, Engineering Director	P
	Catherine Powers, Planning Director	P
	Chris Bridgewater, BNS Director	P
	Alderman Margaret Martin	P
	Alderman Pearl Bransford	P
	Lanaii Benne, Assistant City Recorder	P
	Linda Fulwider, Board Recording Secretary	P

1. Call to Order

Alderman Ann Petersen, Chair, called the meeting to order at 3:00 p.m.

2. Approval of the Minutes

Alderman Blanton moved to approve the February 20, 2013 minutes as presented. Seconded by Alderman Skinner. Motion carried unanimously 3-0. (Alderman Burger was not yet present)

3. Consideration of Instrument of Accession with Westwood Global Fund (COF Contract 2013-29)

Russ Truell, ACA Finance & Administration

Staff recommendation is to approve this Instrument of Accession to execute the asset allocation decision of the Pension Committee. This is to cover an increase in investment for Emerging Markets; 5% to 10% in the amount of \$400,000.

Alderman Blanton moved to approve the Instrument of Accession with Westwood Global to execute the asset allocation of \$400,000 in Emerging Markets and forward recommendation to BOMA. Seconded by Alderman Skinner. Motion carried unanimously 3-0. (Alderman Burger was not yet present)

4. Consideration of RESOLUTION 2013-14, A Reimbursement Resolution for US Bank

Russ Truell, ACA Finance and Administration

Staff recommends approval of Reimbursement Resolution for US Bank to reimburse the City for the December purchase of a front-loading garbage truck.

Alderman Skinner moved to approve Resolution 2013-14 and forward recommendation to BOMA. Seconded by Alderman Blanton. Motion carried unanimously 3-0. (Alderman Burger was not yet present)

5. Consideration of Intent to Amend FY 2013 Transit Budget for Transit Vehicle Grant

Debbie Henry, Executive Director TMA Group

Last month the committee talked about the adjustment in the transit budget to take advantage of available grant money to purchase an expansion vehicle.

Debbie Henry, Executive Director, and Kelly Bair, Finance and Business Administrator, were present to discuss the details of the amendment to the FY 2013 Transit Budget. Ms. Henry explained the expansion vehicle is in the approved transit budget this year. Instead of the regular 10% match, this is a 20% match. Transit will come in under budget this year. TODD service is maxed out two days a week; they have to turn people down. The vehicle in question is a 12-passenger plus room for two wheelchairs. All vehicles used are 10 or 12 passenger. The ride software they use clusters riders by area. The larger trolleys are only used for bigger groups in the niche market.

- Alderman Burger joined the meeting

Alderman Petersen commented that people tell her they often see the vehicles with no passengers on board.

Alderman Blanton moved to approve amendment to the FY 2013 Transit Budget for the purpose of purchasing an extension vehicle, and forward recommendation to BOMA. Seconded by Alderman Skinner. Motion carried unanimously.

6. Budget Presentation – Transit Fund

Debbie Henry, TMA Group

Operations

- ▲ 30% of Transit Budget from COF General Fund
 - Requesting \$15,600 LESS than last year
- ▲ 60% of Transit Budget from Grant Funding
 - Increase of 22% over last year
 - All active grants/contract funds with Federal Transit Administration and TDOT for FY 2013-2014 are secure

Alderman Burger asked what the grants covered. Ms. Henry named several, New Freedom-RTA, TDOT Operating Assistance, Capital Costs, and noted the rest comprised of different grants not broken out; they were not requested to do so.

Capital

- ▲ 2 Replacement Vehicles
 - Exceeded mileage and year usage
 - Capital Grant Funding - 80/10/10 split with TDOT

Cool Springs Impact Area Study

- ▲ Goal: Determine the extent of the purpose and need for an integrated multimodal transportation network in the Cool Springs area, including but not limited to:

- Local fixed route service and express bus service connectivity
- Transit circulator system
- Park and ride facilities
- Ridesharing
- Pedestrian and bicycle system

The Authority approved the budget to contract with a consultant. Franklin Park, Vanderbilt Medical, and Columbia State have already contacted them about transit stops.

Additional Notes:

- ▲ 21% increase in Ridership and Fare Box
- ▲ Workforce Trips = 46% Ridership Demographic
 - 36 leading employers, including Aetna, CompuPay, Ford Motor Credit, Health Tech Holdings, HCA, IRS, Jackson Life, Kroger's, Macys, Nissan North America, Publix, Puckett's, Video Gaming Technologies, IRS, etc.
- ▲ Niche Market Service Growth
 - 422 Riders Brewfest Twilight TODD
 - 2000+ Main Street Festival (3 satellite parking lots)
 - Art Crawl
 - New Year's Eve
- ▲ Williamson County School to Work Program
 - \$14,000 transit passes purchased by school system for program (Centennial and Franklin High Schools program for seniors who work after school)

- Alderman Burger asked for an accounting of numbers from each of the companies using transit services, and number of people for the percentage of ridership annually.
- Eric Stuckey commented it is interesting to look at the progress over the years of maturing and moving into a new stage. The real dollars from the City are going down significantly.
- Alderman Burger asked if there were regular stops at apartment complexes. Ms. Henry related there is one for Dwell located at Whole Foods. Alderman Burger would like companies and apartment complexes to have the transit information. Ms. Henry said she would check that out.
- Alderman Bransford echoed Mr. Stuckey regarding how far the Transit Authority has come from its infancy. She complimented Ms. Henry on bringing it up to this level and added that she enjoys being a part of the Transit Authority committee. She commented that Ms. Henry has a great crew.
- Alderman Blanton said when the Authority was started years ago, people didn't understand why it was needed, and it has grown beyond what was first intended. With all the development, transit is very important now.
- Alderman Petersen stated that the City pays \$5.60 for every \$1.00 of fare paid. It is heavily subsidized instead of being self-supporting.
- Ms. Henry noted most transit systems are subsidized. Nashville puts in 52%. It is the nature of the beast. The investment from the City is a responsibility TMA takes seriously.

7. Consideration of Updated FY 2013-2014 Budget Goals

Eric Stuckey, City Administrator

Updates and additions reviewed. Last two bullets under "Financial Goals", "Complete classification and compensation study for all City positions. Implement study recommendations to ensure a

competitive pay structure designed to attract and retain high quality City team members”, and “Have contingency plans in place to effectively manage City operations impacted by the loss of revenue through an economic downturn and/or loss of funding from other outside sources such as State and Federal government”. Last section “Specific Fiscal Year 2014 Initiatives”, 3rd • “Complete construction of the consolidated Public Works Facility located off of Columbia Avenue”, 4th • “Develop long term infrastructure planning for high growth areas”, and 5th • “Implement approved Capital Investment program and assess an updated CIP”

Alderman Skinner moved to approve Budget Goals and forward recommendation to BOMA. Seconded by Alderman Burger.

Alderman Burger asked for a contingency plan in case the sales tax revenues don’t come in as planned and if the economy worsens. She said companies are taking full time employees down to part time (30 hours) without benefits. How will this affect Franklin? She wants these plans ahead of time.

Mr. Stuckey advised staff has thought through these scenarios. Even if they aren’t in a document, these things became a part of how the City operates. The mindset of 2009 discussed with directors and the leadership team have continued on since that time.

Motion to approve Budget Goals and forward recommendation to BOMA carried unanimously.

8. Budget Presentation – Economic Development

Vernon Gerth, ACA Community Economic Development

Vernon Gerth gave an overview of his group and of Contracted Services.

- Economic Development
- Greater Nashville Regional Council
- Nashville Area Chamber of Commerce
- Nashville Area Metropolitan Planning Organization
- Special Event Grant Expenditures
- Economic Development – Franklin share of proposed position

Mr. Stuckey noted 70% of new jobs come from existing businesses. The economic development money is helping fund the Chamber position focused on business retention. A Chamber goal is economic development. The special event grant expenditures will reflect the significant City departmental expenses for all community festivals.

Vernon Gerth related staff can validate what they are doing with trips like the recent visit to intercity Cary, North Carolina, delivering the right level of service, trying to make the best guess of what will happen during the course of the year. The huge investment with Hillsboro Road and others, what it takes to look good that is economic development. He talked about the purchase of the infrared truck, becoming certified by the State in erosion control that will help us improve and have better oversight and implementation. A utilities division is needed in the Engineering Department as the City continues to grow. BNS determined it is time for a special census to make sure the City is capturing maximum revenue. The Housing Commission; what is a healthy community in terms of housing? What do employees,

businesses, etc. desire in housing? They can do a study for that. Digital plan review helps respond more efficiently and allows citizens to access the plans when they want to know about a development in their area. Those are a few examples of economic development.

9. **Budget Presentation – Streets/Traffic/Fleet/Street Aid Fund** **Joe York, Streets Director**

Organizational Chart

- Office Manager and staff (Technical Support Analyst, Administrative Assistant and Administrative Secretary will now answer to the Assistant Director).

Maintenance Division

- Personnel
 - Landscape Maintenance Division requests
 - 1 full-time Senior Landscape Maintenance Worker at pay grade 12
 - 2 Landscape Maintenance Worker positions at pay grade 9
(Positions for maintenance of landscape right-of-way for newly constructed section of Mack Hatcher, and Lewisburg Pike landscaping associated with Berry Farms)
- Operations
 - 1 Replacement Pickup Truck - \$23,000
(Replacement for 1994 truck with 170,000 miles)
 - Infrared heater elements & regulators - \$5,000
 - Concrete sidewalk grinder - \$8,500
 - V-box salt spreader - \$16,500
 - Mid-mount lawn mower - \$11,500
- Capital
 - Door closure for salt storage facility located in Liberty Pike - \$10,000
 - Liberty Park satellite landscape facility (mulch/compost bin) - \$5,600
 - Salt brine infrastructure (tanks & building) - \$15,000
 - Open storage building on Incinerator Road - \$8,500
 - Salt brine mixer unit (currently on State Bid Contract) - \$83,591
 - \$40,000 for 500 ton or road salt normally budgeted for salt will not be needed, and will be applied to the cost of the brine mixer

Salt Brine: 1 ton of road salt produces 850 gallons of salt brine solution, 6 tons of road salt produces approximately 5,100 gallons of salt brine, enough brine to pretreat our snow routes. This calculates to \$400 per event.

Road Salt: In 2013, approximately 120 tons of road salt was applied per event at \$66 ton, totaling \$7,920

Traffic Division

- Personnel
 - 1 new full-time Assistant Traffic Striping Technician, pay grade 12
(Assist with sign design, production and installations)
In 2012-2013 the sign shop produced and installed 1200+ roadway, directional, and warning signs. Downtown banners are also manufactured in the sign shop.
- Operations
 - 1 replacement half-ton pickup truck - \$25,000 (to replace 1998 truck with 144,000 miles)
 - Enclosed box trailer - \$8,000
 - Pull behind arrow board \$7,200
 - 2 Portable message boards - \$38,000

Stormwater Division

- Operations
 - 1 replacement half-ton pickup truck - \$25,000 (for 1996 truck with 153,000 miles)
- Capital
 - Lift pumps at Fieldstone Farms - \$45,000
 - Bark/mulch/light compost blower - \$45,000
 - Tracked skid steer - \$39,9000

State Street Aid

- Annual Paving Program - \$2,603,000
- Handicap Ramp Upgrades in conjunction with resurfacing - \$75,000
- Sidewalk Replacement Program - \$125,000
- Downtown brick paver repairs - \$40,000

Now on a 17-year paving cycle. Arterials and Collectors targeted. Asphalt is not as good as it used to be and shortens the life of the roads.

Fleet Maintenance Division

- Personnel
 - 1 Mechanic promoted to Sr. Fleet Maintenance Technician (employee meets and exceeds all qualifications of the job description and continues to work toward more ASE certifications in addition to maintaining recertification as needed)
 - 1 Mechanic to fill position of promoted Sr. Fleet Maintenance Technician
 - Administrative Assistant – request position be reclassified as Executive Assistant
- Operations
 - Outside Training - \$4,500 due to ongoing technical changes in vehicles and equipment. Class cost has increased as well. All 6 technicians will attend multiple classes next year for advanced training to better serve our customers.
 - Replace 1 half-ton pickup - \$25,000 (12 years old; exceeded life cycle)
 - Replace 1 service truck that is 16 years old. (greatly exceeded life cycle) - \$95,000
 - Equipment to set up Fleet Maintenance Shop at new Public Works Facility

10. Budget Presentation – Engineering/Traffic Operations Center/Stormwater Paul Holzen, Engineering Director

Personnel

Engineering Division:

- 1 new position – Utilities Project Manager
- 1 Administrative Assistant reclassified to a Technical Support Analyst

Traffic Operations Division:

- No changes

Stormwater Division:

- 1 new position – Water Quality Compliance Inspector

Engineering Operations

2011-2012 Approved Budget - \$91,706

2011-2012 Estimated Actual - \$76,844

2012-2013 Proposed Budget - \$105,662

Contractual Services:

\$15,000 Net Increase for various Consultant and Surveying Services

- \$10,000 for various consultant services
- \$15,000 miscellaneous surveying services

Employee Programs:

\$3,535 Net Increase for Certifications (2 ~ PMP; 1 ~ RWA)

Professional Development/Travel:

\$3,335 Net Decrease for Professional Development

Total Machinery & Equipment (<\$25,000):

Net Increase of \$50

- \$15,950 Decrease for miscellaneous items to include hardware, software and equipment
- \$16,000 Increase for New Copy Machine (current machine is 8 years old)

Miscellaneous Items:

\$4,629 Net Decrease in miscellaneous items to include Transportation Changes, Operating Services, Notices Subscriptions and Publicity, Utilities, Repair and Maintenance Services, Office Supplies, Operating Supplies, Fuel and Mileage, Repair & Maintenance Supplies, Property & Liability Cost and Permits

Engineering Capital

2012-2013 Approved Budget - \$528,000

2012-2013 Estimated Actual - \$0.00

2013-2014 Proposed Budget - \$0.00

Traffic Operations (TOC)

2012-2013 Approved Budget - \$211,571

2012-2013 Estimated Actual - \$166,313

2013-2014 Proposed Budget - \$339,960

Contractual Services:

\$139,200 Net Increase for Consultant Services

- \$30,000 for Traffic Data Collection Annual Program
- \$200,000 Comprehensive Transportation Network Study
 - Major Thoroughfare Plan
 - Greenway/Open Space Master Plan
 - Transit – Franklin Transit Authority
- \$60,000 for Traffic Signal Timing Optimization and Testing Columbia Avenue
 - Mack Hatcher, Parkway Commons, Southeast Parkway, Century Court, Public Works Facility, Downs Boulevard

Miscellaneous Items:

\$10,811 Net Decrease in miscellaneous items to include Transportation Changes, Operating Services, Notices Subscriptions and Publicity, Utilities, Repair and Maintenance Services, Employee Programs, Professional Development/Travel, Office Supplies, Operating Supplies, Fuel and Mileage, Machinery & Equipment (<\$25,000), Repair & Maintenance Supplies, Operational Units, Property & Liability Cost, Permits and Debt Service.

Traffic (TOC) Capital:

2012-2013 Approved Budget - \$1,415,000

2012-2013 Estimated Actual - \$1,137,000

2013-2014 Proposed Budget - \$2,615,000

- \$1,000,000 – Cool Springs Adaptive Signal Control with an 80/20 Match (\$800,000/\$200,000)
- \$210,000 – Mallory Station Road & Mallory Lane and South Springs Intersection Improvements
- \$120,000 – Carothers at SR96 Turn Lane Extension
- \$285,000 – Columbia at Southeast Parkway/Shadow Green Drive Intersection Improvements (\$195,000 from Developer)
- \$1,000,000 – Franklin ITS Extension with an 80/20 Match (\$800,000/\$200,000)

Stormwater Operations:

2012-2013 Approved Budget - \$300,815

2012-2013 Estimated Actual - \$262,294

2013-2014 Proposed Budget - \$437,300

Consultant Services

\$126,000 Net Increase for Consultant Services

- \$90,000 – USACE Feasibility Study
- \$12,000 – TMDL Sampling
- \$15,000 – USGS Stream Gauging Stations
- \$75,000 – BMP Manual Update (Last updated in 2002)
- \$200,000-Stormwater Management Master Plan Modeling (Jordan Branch and Five Mile Creek)

Machinery & Equipment (<\$25,000)

\$4,765 Net Increase for Machinery & Equipment (<\$25,000)

- \$4,765 in miscellaneous equipment associated with illicit discharge detection and TMDL sampling

Miscellaneous Items:

\$5,720 Net Increase in miscellaneous items to include Transportation Changes, Operating Services, Notices Subscriptions and Publicity, Utilities, Repair and Maintenance Services, Employee Programs, Professional Development/Travel, Office Supplies, Operating Supplies, Machinery & Equipment (<\$25,000) and Repair & Maintenance Supplies.

Stormwater Capital

2012-2013 Approved Budget - \$1,840,000

2012-2013 Estimated Actual - \$891,599

2013-2014 Proposed Budget - \$1,934,000

Infrastructure:

- \$36,000 – Stream & Rainfall Gauging Stations
- \$1,130,000 – Battle Avenue Design and Construction
- \$660,000 – On Call Stream Restoration Design/Construction
- \$75,000 – Regional Retention/Detention Basins

Vehicles (>\$25,000)

- \$22,000 – Vehicle for Water Quality Compliance Inspector

The proposed Water Quality Compliance Inspector in the Stormwater Division will help with inspections and the City will issue permits on behalf of the State which will simplify the process. There is a small yearly fee to qualify and the City can charge from \$100 up to \$7,000 depending on the circumstances.

11. Budget Presentation – Planning & Sustainability

Catherine Powers, Planning & Sustainability Director

Personnel:

New Request –

- Operations Analyst - \$46,000
This position will report to the ACA for Community Development and work with 5 Departments
-
- Change Planning Assistant from Part-Time to Full-Time - \$17,000
 - Upgrade from Sustainability Grant Coordinator to Principal Planner - \$7,000
 - Upgrade from Permit Technician to Technical Support Analyst - \$5,000
- Planning Total - \$29,000

FY 2013-2014 Major Change Operations:

Area	FY 2012-2013 Budget Request	FY 2013-2014 Budget Request	Change
Special Census	\$0	\$80,000	+\$80,000
Computer Hardware (<\$25,000)	\$1,000	\$15,180 (5 computers + 9 - 27" monitors)	+\$14,180
Machinery & Equipment (<\$25,000)	\$0	\$12,687 (2 Smartboards for Conference Rooms)	+\$12,687
Consultant Services	\$0	\$10,000 (CPAT)	+\$10,000
Legal Notices	\$10,000	\$13,000	+\$3,000
Public Relations & Education	\$5,000	\$10,000	+\$5,000
TOTAL	\$16,000	\$140,867	\$124,867

FY 2013-2014 Planning and Sustainability Accomplishments

- Revised Fourteen (14) Text Amendments to the Zoning Ordinance
- Processed 112 Certificates of Appropriateness for Historic properties
- Acquired a \$212,284 grant for Safe Walk to School
- Held Goal Setting sessions with the Planning Commission to define priorities for the near future
- Was awarded a CPAT (APA) Technical Assistant Grant for experts to study the Floodway Fringe
- Annexed 5.67 acres into the City
- Obtained National Register Status for Rest Haven and City Cemetery
- Implemented the Development Plan, which combines the Concept and Regulating Plans to streamline approval process
- Executed IDT for paperless transmittal to review plans

FY 2013-2014 Planning and Sustainability Goals

- Revise the regulations governing the RX Zoning District to better facilitate desired quality development
- Update West Harpeth Character Area
- Complete “green” audit of the Zoning Ordinance to assure there are no barriers to sustainability and energy savings for development
- Produce a minimum of 12 text amendments to refine and revise the Zoning Ordinance
- Research opportunities for appropriate in-fill development
- Complete Phase II of the Historic Resource Inventory
- Complete Special Census
- Hold Public Information sessions in support of consultants from APA related to the Floodway Fringe
- Continue to explore methods to streamline approvals while assuring quality development

Recess 5:13-5:18 p.m.

12. Budget Presentation – Building & Neighborhood Services **Chris Bridgewater, BNS Director**

Personnel:

- Residential Plans Examiner (Historic/Flood) proposed to fund this year. With increase in workload, reviewing residential plans will shift from the Building Official, and this position will also be assigned duties for plans examination and inspection for the Flood and Historic Overlays
- Additional Permit Tech and Building Inspector position requested in anticipation of further increases to workloads. Increases unknown positions to be activated as needed.
- Comparing inspection peak workloads to 2012 (+16%), addition of an inspector position will reduce days above maximum workload to 102 and 84 (building and Electrical inspections respectively)
- A Permit Tech position proposed reclassified as Technical Support Analyst. The position will provide in-house tech support for the IDT plan review software and the Hansen 8/Infor software, as well as managing deployment of new technology within BNS. Position will still provide direct support to the Permitting section.
- Additional Zoning Enforcement Officer proposed to handle enforcement of landscaping inspection and tree permitting issues. There are 2 existing Zoning Enforcement Officers that administer Signs and General Zoning violations.
- Reclassification of Zoning Administrator job description to include supervisory duties

Operations:

BNS proposed increases in the following areas-

- Adoption of the 2012 ICC Code cycle to increase uniformity with the State and surrounding communities. This would allow contractors to work in the Middle Tennessee area and use the same nationally recognized minimum construction codes. The expense is in purchasing code books for the entire staff. COF currently behind a cycle from other communities.
- Replacement of an aging copier. Several mechanical failures this year.
- ICMA Local Government Customer Service Workshop
- Housing Study
- Cellular bill significantly increased to account for both phones for new personnel and to pay fees on the wireless cards for field inspector laptops.

Grant Programs:

- Propose funding a Housing Study as the first step in developing a long-term strategy by the Housing Commission

13. Budget Presentation – CDBG Fund

Vernon Gerth, ACA Community & Economic Development

Eric Stuckey noted Franklin is an entitlement community for low and moderate income people to get help. Mr. Gerth related a reduction of 10-11% is reflected in the numbers. They

make the most effective use of the declining funds received.

14. Discussion of Requests for Appropriations from Non-Profits and Government Agencies

Eric Stuckey, City Administrator

Mr. Stuckey reported not all requests have been received as the deadline for applications is April 1, 2013. Plan to continue to hold funding where it is. Although the City budget may be slightly increasing, it isn't back to what it used to be. The exceptions are the Regional Transit service into Nashville (2 routes). Federal dollars have phased out and it is a partnership between Williamson County, Brentwood, Franklin, and Davidson County. Base funding is \$29,000. There has been an increase in ridership. Mayor Moore indicated this is laying groundwork for future transit options. It is key for economic development.

Alderman Burger commented that Bridges should be under contracted services because without them abused women and children wouldn't receive housing, food and care. It is a reciprocal service. Russ Truell said that in the end staff hopes to have contracts for some of these services, but Bridges is a 501 (c)(3). Mr. Stuckey added that if that were to happen they would have to have set amounts for each service, and this has never been tied to a service charge. Mr. Truell indicated this could be explored; however, the paperwork could place a burden on the agency. Alderman Skinner would like to investigate the possibility of contributing more to these agencies next year.

15. Discussion of Salary for Elected Officials

Eric Stuckey, City Administrator

Research shows the salary for elected officials has not been addressed in 25 years. The Board can establish the pay level, but no further out than three months from an election and it must be done within the election cycle.

Alderman Skinner said he doesn't serve for the money. The reason for any increase should be to encourage younger citizens to get involved in City government. Being an alderman or mayor is taxing and time consuming. He recommended this go to the full Board for input.

Alderman Burger commented that it is not about the current Board, but an opportunity for younger citizens to be involved. She suggested a stipend toward cell phone use, internet, and pay increase be taken to the Board.

This issue will be discussed at the April Work Session.

Russ Truell provided information about how the sequestration could affect the City's Build America Bonds.

16. Monthly Reports

a) Sales Tax Report – January 2013

No questions or comments

b) Property Tax Report – February 2013

No questions or comments

c) Transit System Report – February 2013

No questions or comments

d) Conference Center Report – February 2013

No questions or comments

e) Construction Activities Report – February 2013

No questions or comments

f) Fuel Hedging Report – February 2013

No questions or comments

g) Investment Report – February 2013

No questions or comments

h) Quarterly Financial Report – October-December 2012

i) Information on Sequester Impact on Build America Bonds

Reports filed with the minutes

13. Other Business

ADJOURN

Alderman Skinner moved to adjourn. Seconded by Alderman Burger. Motion carried unanimously.

Meeting adjourned @ 6:07 p.m.

Ann Petersen, Chair

Minutes prepared by Linda Fulwider, Board Recording Secretary, City Administrator's Office - updated 4/4/2013 11:45 AM