



## Finance Committee Meeting

Cravath Lakefront room 2nd floor 312 West  
Whitewater Str, Whitewater, WI, 53190 \*In Person  
and Virtual

**Tuesday, September 24, 2024 - 5:00 PM**

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**Citizens are welcome (and encouraged) to join our webinar via computer, smart phone, or telephone.  
Citizen participation is welcome during topic discussion periods.**

Please click the link below to join the webinar:

When: Sep 24, 2024 05:00 PM Central Time (US and Canada)

Topic: Finance Committee Meeting

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/87952083173>

Or One tap mobile :

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Or Telephone:

Dial(for higher quality, dial a number based on your current location):

+1 312 626 6799 US (Chicago)

Webinar ID: 879 5208 3173

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## AGENDA

### CALL TO ORDER

The meeting was called to order by Brian Schanen at 5:00 p.m.

### ROLL CALL

Present: Brian Schanen and Patrick Signer Absent: Lisa Dawsey-Smith

Additional Attendees: Rachele Blich, Director of Finance and Taylor Zeinert, Economic Development Director

### CONSENT AGENDA

*Items on the Consent Agenda will be approved together unless any committee member requests that an item be removed for individual consideration.*

1. August 28, 2024 Finance Committee Meeting Minutes
2. September 11, 2024 Special Finance Committee Meeting Minutes

Motion made to approve the consent agenda by Patrick Singer and Seconded by Brian Schanen.

Voting Yes: Patrick Singer, Brian Schanen. Voting No: None.

**HEARING OF CITIZEN COMMENTS**

*No formal Committee action will be taken during this meeting although issues raised may become a part of a future agenda. Participants are allotted a three minute speaking period. Specific items listed on the agenda may not be discussed at this time; however, citizens are invited to speak to those specific issues at the time the Committee discusses that particular item.*

***To make a comment during this period, or during any agenda item: On a computer or handheld device, locate the controls on your computer to raise your hand. You may need to move your mouse to see these controls. On a traditional telephone, dial \*6 to unmute your phone and dial \*9 to raise your hand.***

**CONSIDERATIONS / DISCUSSIONS / REPORTS**

3. August Financials
4. Discussion and Possible Edits to the Permit Fee Schedule

Motion to remove the following Residential permit fees; Sink/Dishwasher, Disposal replacement, water softener replacement, and bath/shower replacement and to bring the item back for further discussion made by Brian Schanen, Seconded by Patrick Singer. Voting Yes: Brian Schanen, Patrick Singer. Voting No: None.

5. Public Comment Policy Discussion

Committee Member Patrick Singer submitted the following to the Committee regarding Public Comment at Public Meetings.

**Public Appearance Card**

Public Meeting Appearance Cards (PMAC) shall be used by members of the public who wish to speak during public comment, public hearing or specific agenda item. This form would also be used for those individuals who do not wish to or cannot verbally address the Common Council during a meeting.

A person may provide comments and support or opposition for an agenda item on the form. Those requesting to speak during the meeting may indicate this on the form. Prior to taking action on an item on the agenda, the presiding officer will request the City Clerk to indicate any speakers who have signed up for that particular item. The Clerk will read the name of the speaker and the speaker on-deck. The Clerk will alternate between those in support and opposition. After all speakers have been called, the Clerk will indicate written support and opposition by reading the name and the position of the individual. The minutes will reflect the receipt of written comments in support or opposition by all registered individuals.

**Time Limits**

Public Comment - 5 minutes with a limit of 30 minutes total. Increased from 3 minutes.

Public Hearing - 5 minutes with a limit of 60 minutes for each support and opposed speakers Per speaker time is the same. Provide support and opposed delineation.

Agenda Items - 3 minutes, with an ability for extension with consent of Common Council. Per speaker time is the same. Provide clarification about extension of time.

Whenever a group of individuals wishes to address the Council on the same subject matter, those individuals may designate a spokesperson to address the Common Council. The spokesperson may ask for additional time when

completing the PMAC, and with the consent of the Common Council, the presiding officer may extend the time allocation. Individuals are still welcome to complete a PAC registering their support or opposition, and written comments will be entered into the record by the City Clerk.

The presiding officer, with the concurrence of the Common Council, may extend or limit any of the enumerated time allocations based on the complexity of the item and the number of persons wishing to speak on the item.

#### Expectations of Speakers

The speaker shall conduct themselves in a professional and respectful manner.

All remarks shall be directed to the Common Council, as a body, and not a City staff or any member of the public in attendance.

The speaker shall not defame, intimidate, make personal affronts, make threats of violence, or use profanity.

#### Expectation of Public

Members of the public in the audience shall not engage in any of the following activities during a Common Council meeting:

Shouting, clapping, unruly behavior, or speaking out when not recognized by the presiding officer.

Defamation, intimidation, personal affronts, threats of violence, or profanity.

Behavior that disrupts the orderly conduct of the meeting.

#### Expectation of Councilmembers

While the Common Council is in session, the members must preserve order and decorum. Each Councilmember shall conduct themselves with decorum and shall neither, by conversation or otherwise, delay nor interrupt the proceedings or the peace of the Common Council, nor disturb any member while speaking or refuse to obey the orders of the presiding officer.

Motion to direct staff to make the language universal for council and committees, change the public comment to 3 minutes, change the public hearing limit to 30 minutes each side, and send to all committees for review and feedback made by Brian Schanen, Seconded by Patrick Singer. Voting Yes: Brian Schanen, Patrick Singer. Voting No: None.

#### 6. Insurance Claim

Motion to deny claim made by Patrick Singer, Seconded by Brian Schanen. Voting Yes: Patrick Singer, Brian Schanen. Voting No: None.

#### 7. Discussion and Development of Brown Cab Survey

#### 8. Open Meetings Law Compliance Training

### **FUTURE AGENDA ITEMS**

#### 9. Discussion Regarding Parking Violation Fee Increase

#### 10. Paid Parental Leave Discussion

#### 11. Bring Your Own Device Policy

#### 12. Equipment Replacement Policy

13. AI Policy Draft
14. Update on MOU with UWW Parking Data Collection/Schanen
15. Update on Projected Mill Rates for 2025/Singer

#### **ADJOURNMENT**

Motion to adjourn made by Patrick Singer, Seconded by Brian Schanen. Voting Yes: Patrick Singer, Brian Schanen. Voting No: None.

The meeting adjourned at 6:31 p.m.

A quorum of the Common Council may be present. This notice is given to inform the public that no formal action will be taken at this meeting.

**Anyone requiring special arrangements is asked to call the Office of the City Manager / City Clerk (262-473-0102) at least 72 hours prior to the meeting.**