

**FINANCE COMMITTEE MEETING**  
**HELD AT BAYSIDE VILLAGE HALL**  
**9075 N. REGENT RD., BAYSIDE, WISCONSIN**

**January 15, 2019**

**1. CALL TO ORDER**

The meeting was called to order at 7:30 a.m.

Present: Sam Dickman, representing Bayside  
Michael Hall, representing Brown Deer  
Scott Botcher, representing Fox Point  
Bryan Kennedy, representing Glendale  
Peter Kingwill, representing River Hills  
Allison Rozek, representing Shorewood  
Julie Siegel, representing Whitefish Bay

Also Present: Robert Whitaker, Fire Chief  
Andrew Harris, Assistant Chief  
KateLynn Harrigan, Finance Director  
Kerry Wenzel, Administrative Coordinator  
Carl Krueger, representing Brown Deer  
Andy Pederson, Bayside Village Manager  
Rachel Safstrom, Glendale City Administrator  
Rebecca Ewald, Shorewood Village Manager  
Paul Boening, Whitefish Bay Village Manager  
Mike Pederson, Fox Point Assistant Village Manager

**2. CONSIDERATION OF MINUTES**

*It was moved by Mr. Kennedy and seconded by Ms. Siegel to approve the December 11, 2018 Finance Committee minutes. Motion carried unanimously.*

**3. MONTHLY FINANCIAL REPORT**

Ms. Harrigan presented the 2018 summary of operating revenue and expenditures. She noted collection fees saw an additional \$141,000 in collections due in part to the fee increase for 2018. Additionally, there was an increase in call volume to attribute to the increase. Mr. Kennedy asked what percentage the fund balance is. Ms. Harrigan stated the Department does not look at percentage, but it is at about 7% of total operating and is at a level where it should be.

**4. RECOMMENDATION TO BOARD OF DIRECTORS TO ADOPT RESOLUTION 19-01:  
POST EMPLOYMENT AND RETIREMENT EXPENSE STABILIZATION FUND**

Ms. Harrigan stated this is an annual contribution for post-employment retirement expenses. The budgeted contribution for 2019 is \$597,000. Ms. Rozek asked how much is currently in the fund. Ms. Harrigan stated approximately \$3 million is in the fund. Mr. Dickman asked what the Department current OPEB liability is. Ms. Harrigan stated it is approximately \$18 million. Mr. Botcher asked what cycle the Department falls under for their actuarial study. Ms. Harrigan stated it has recently changed and the Department is now in a two-year cycle.

*It was moved by Mr. Kennedy and seconded by Mr. Krueger to recommendation to the Board of Directors adoption of Resolution 19-01. Motion carried unanimously.*

#### **4. ADJOURNMENT**

*It was moved by Ms. Rozek and seconded by Mr. Kennedy to adjourn. Motion carried unanimously at 7:39 a.m.*

Carl Krueger  
Secretary/Treasurer  
NSFD Board of Directors