FINANCE & ADMINISTRATION COMMITTEE MEETING
September 2, 2026 – 4:00 PM
Council Chambers, 42 N. Main Street
Minutes prepared by: Barb Schmidtknecht

The meeting was called to order at 4:00 pm by Barb Schmidtknecht. Roll call: Scott Feraro, Stephen Qualy, Barb Schmidtknecht all present. Others present: Mayor Ben Adank, Clerk-Treasurer Marcia Larson and Deputy Clerk Michele Klein. The Pledge of Allegiance was recited.

There were no public comments.

Motion Stephen, second Scott to approve the July 28, 2026 minutes of the Finance and Administration Committee meeting. Motion carried 3-0.

Follow up information was not available on the status of the Fountain City Business and Community Group's bandshell project. The item will remain on the agenda.

The Council Standards of Excellence and Offensive Behavior Mitigation Policies will not be considered at this time. Review will continue of the Paid Time Off Policy and the Common Council Remote Meeting Attendance Policy.

A fact sheet on the proposed administrator-treasurer position will be prepared and mailed prior to the election.

Motion Scott, second Stephen to forward the Simmons Construction change order #35 to the Common Council for the street storm water tunnel repairs in the amount of $2,565. Motion carried 3-0.

Findings and recommendations reported in the 2025 audit were discussed. The committee agreed to forward the audit to the Common Council for acceptance. A 2026 independent audit will be required for the Flexible Facilities Program grant. The committee will recommend that we make an exception to the procurement policy for the 2026 audit. Additional requests for proposals for auditing services for 2027 and beyond can resume at that point.

Marcia presented the first draft of the 2027 general fund budget worksheet for review and discussion.

Motion to adjourn by Stephen, second Scott. Motion carried and the meeting adjourned at 6:16 pm.