



**MINUTES OF THE AUDIT AND FINANCE COMMITTEE MEETING**  
**MONDAY, April 18, 2022, 5:30 PM in person at the Justice Center 200 Highlands Boulevard**

1. CALL TO ORDER

The Audit and Finance Committee meeting was called to order at 5:33 pm.

2. ROLL CALL AND STATEMENT OF QUORUM

Roll call showed that those Committee members present included Bill Ward, Peter Bitzer, Alderman Ben Toben, and Alderman Rich Baumann. A quorum was present. Also, in attendance were Ex-officio members Mayor Clement and City Administrator Justin Klocke, and support staff Director of Finance Donald Yucuis and Account Shawn Sieve.

3. ESTABLISHMENT OF ORDER OF ITEMS ON THE AGENDA

Alderman Ben Toben made the motion to approve the order of items on the agenda. The motion was seconded by Bill Ward and approved unanimously.

A. Bill Ward made the motion to approve the February 7, 2022, minutes. The motion was seconded by Alderman Ben Toben and approved unanimously.

B. The three-month Sales Tax Report ending March 31, 2022, was reviewed. Most line items were over budget.

C. Director of Finance Yucuis reviewed the unaudited three-month Financial Report for the period ending March 31, 2022. Almost all funds showed favorable revenue over expenses mainly due to sales tax revenue being better than budget. The first half of the American Rescue Plan Act money was received-\$1.823 million. The second half will be received in late 2<sup>nd</sup> or early 3<sup>rd</sup> quarter of 2022.

It was pointed out the Schroeder Park renovation project in Recreation and Stormwater Fund (60) was under budget by \$1,000,000. Both the grant revenue and expense will most likely be deferred to FY 2023.

D. Director Yucuis provided a verbal update of the 2021 Audit status.

E. Tentative future meeting date was set for Monday July 18, 2022, to review the six-month report and 2021 Audit results.

4. ADJOURNMENT

At 6:15 p.m., there being no further business, Bill Ward made the motion to adjourn, seconded by Alderman Rich Baumann and approved unanimously.

Respectfully submitted,

Donald J. Yucuis  
Director of Finance

**Note:** This is a summary of the Audit and Finance Committee meeting of Monday, April 18, 2022, meeting, not a verbatim transcript.