

**AD HOC POLICY AND PROCEDURE COMMITTEE
FRIDAY, JULY 30, 2010 – 7:30AM
CITY HALL BUILDING, CONFERENCE ROOM 2C**

Meeting was called to order by Mayor Connors at 7:57am.

Roll Call: Alderman Marsala, Alderman Fesenmaier, Mayor Connors, Jennifer Pollitt and Administrator Jordan.

Approval of minutes from the July 16, 2010 committee meeting.

Fesenmaier/Marsala motion to approve minutes from the July 16, 2010 committee meeting. Unanimously carried.

Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda. Comments will be limited to 5 minutes. None.

Continued review and discussion regarding current City Policies and Procedures and status of format revisions.

Suggested changes were made to sections 1.2, 1.3, 1.4 and 1.5.

Administrator Jordan will investigate the “Article 3” referenced in the financial policies.

The Investment Policy (1.9) was approved and will be sent to the FLR committee when all Chapter 1 policies are approved.

Section 1.5 (Purchase Order Policy) was removed and will be included in 1.2.

Administrator Jordan will meet with Mr. Winkler and Attorney Draper regarding vendor group classifications and website RFP registration.

Marsala/Fesenmaier motion to adjourn at 9:30am. Unanimously carried.

/s/ Jennifer Pollitt