

**AD HOC POLICY AND PROCEDURE COMMITTEE
FRIDAY, JULY 16, 2010 – 7:00AM
CITY HALL BUILDING, CONFERENCE ROOM 2A**

Meeting was called to order by Mayor Connors at 7:10am.

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

Approval of minutes from the July 7, 2010 committee meeting.

Fesenmaier/Marsala motion to approve minutes from the July 7, 2010 committee meeting.
Unanimously carried.

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

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

The City's Investments Policy (Section 1.9) was reviewed for changes.

Jennifer Pollitt will look for safety policies from other municipalities. The City will have a safety policy that refers back to the safety manuals of various departments.

Sections 1.7 (Disposal of Surplus Goods) and 1.8 (Accounts Payable) were approved by the Ad Hoc Committee and will be sent to the FLR committee with a recommendation for approval.

Administrator Jordan will continue working with Attorney Draper regarding terms and conditions language relating to the UCC code.

Fesenmaier/Marsala motion to adjourn at 8:35am. Unanimously carried.

/s/ Jennifer Pollitt