



**CITY OF PORT WASHINGTON, OZAUKEE COUNTY, WI  
FINANCE AND LICENSE COMMITTEE MEETING  
TUESDAY, NOVEMBER 1, 2022 AT 6:15 P.M.**  
Port Washington City Hall, 100 W. Grand Avenue, Port Washington, WI 53074  
**Council Chamber Side Conference Room**

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**MINUTES**

1. Roll Call – Members present were Alderpersons Jonathan Pleitner, Dan Benning and Deb Postl. Also present were City Administrator Anthony Brown, City Clerk Susan Westerbeke, and ACA/HR Director Emily Blakeslee.
2. Approve Minutes of Previous Meetings – MOTION MADE BY ALD. POSTL, SECONDED BY ALD. BENNING TO APPROVE THE MINUTES OF THE PREVIOUS MEETING AS PRESENTED. Motion carried unanimously.
3. Resolution 2022-22: Adopting the 2023 Schedule of Application, License, Permit and Other Fees, Costs, Taxes and Charges for the City of Port Washington – The City Administrator reviewed the updated schedule. Some changes include, Marina slip fees with a 10% increase, park impact fees were added to the schedule, and Park & Recreation fees were increased. Discussion was held on future fee schedules and the process for review and changes annually. MOTION MADE BY ALD. BENNING, SECONDED BY ALD. POSTL TO RECOMMEND APPROVAL OF ADOPTING THE 2023 SCHEDULE OF APPLICATION, LICENSE, PERMIT AND OTHER FEES, COSTS, TAXES AND CHARGES FOR THE CITY OF PORT WASHINGTON AS PRESENTED. Motion carried unanimously.
4. Consideration and Possible Action on Memorandum of Understanding (MOU) Between the Wisconsin Election Commission (WEC) and City of Port Washington for an Election Security Subgrant – The City Clerk reviewed this additional funding for 2022 to improve election security, by enhancing election technology. The City of Port Washington qualifies for up to \$1,200, which would be used to reimburse the City for an IT project that is currently being completed. MOTION MADE BY ALD. BENNING, SECONDED BY ALD. POSTL TO RECOMMEND APPROVAL OF THE MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE WISCONSIN ELECTION COMMISSION (WEC) AND CITY OF PORT WASHINGTON FOR AN ELECTION SECURITY SUBGRANT AS PRESENTED. Motion carried unanimously.
5. Chairman’s Business – Ald. Pleitner inquired about future budget review for leadership in 2023 in monthly increments. The City Administrator will set up a budget review schedule in December or January.
6. Member’s Business – None.
7. Public Comments/Appearances – None.
8. Adjournment – MOTION MADE BY ALD. POSTL, SECONDED BY ALD. BENNING TO ADJOURN THE MEETING AT 6:24 P.M. Motion carried unanimously.

Respectfully submitted  
Susan L. Westerbeke, City Clerk