

# RECORD OF PROCEEDINGS

Finance/Audit Committee

February 22, 2023

## **CALL THE MEETING TO ORDER:**

Mrs. Cyphers called the meeting to order at 5:00PM

## **ROLL CALL:**

### **PRESENT:**

Mrs. Katherine Cyphers

Mr. Ernie Havens

### **ABSENT:**

Mr. Greenwood

## **ALSO PRESENT:**

Rob Schommer, City Manager

## **APPROVAL OF MINUTES:**

Mrs. Cyphers asked if anyone had any questions, comments, or concerns to the minutes of October 10, 2022, meeting. Hearing none, the minutes were declared to be approved.

## **OLD BUSINESS:**

None

## **NEW BUSINESS:**

Mrs. Cyphers introduced the topic, the 2022 fourth quarter finance report.

Mr. Schommer spoke on the packet provided for the highlights of the 2022 fourth quarter financial report. All items were reconciled. Cash positions are accurate to the close out of the fiscal year.

Mr. Schommer stated he could answer any questions in detail.

Mrs. Cyphers stated she reviewed them, and everything seem to be in order. It is her understanding that this going to become part of the Audit.

Mr. Schommer replied, yes. A quarterly financial report is provided, then this committee would recommend a report to council, and then council would approve.

Mrs. Cyphers asked if there were any other questions. None

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Mrs. Cyphers made a Motion to approve the 2022 fourth quarter finance report.

Motion made by Mrs. Cyphers, Seconded by Mr. Havens.

Voting Yea: Mrs. Cyphers, Mr. Havens.

Motion Carries

## OPEN DISCUSSION:

Mr. Schommer provided an update on staff projects and noted staff is continuing to provide documents for the financial statement that is being created for the Audit making sure the city is complying.

Mr. Havens asked Mr. Schommer if there are certain things on the finance side of the city that should be explored. Mr. Schommer replied in terms of the accounting, policy, and practice side to the finances of the city, everything is well set after a few changes. Weekly staff meetings, new accounting system and tools are in place.

Mr. Schommer also noted there will be future efforts beginning with community input to address the revenue and financial sustainability of city operations, specifically public safety.

Mr. Havens asked Mr. Schommer to elaborate on the focus groups. Mr. Schommer noted it starts with assembling the items spoken about and make it easy to understand and see, then identify the financial status and what are the concerns. He noted it will be important to understand current financial conditions in regard to the Police Fund, Fire Fund, and the Street Fund and bring these details to the focus groups to determine what is most important and what needs updated.

Mr. Havens asked where the focus groups come from. Mr. Schommer replied through the traditional method of outreach, community leadership, and stakeholders.

Mr. Havens asked when this process would start.

Mr. Schommer replied soon.

Mr. Havens asked, do you feel this would result to decide to or not to put a Levy on in November.

Mr. Schommer stated yes, it easily could.

Mr. Havens asked if previously or historically Bellbrook has done focus groups like this before.

Mr. Schommer replied, yes. We would involve the community as it is important to find out what our residents want and need in the city.

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## **ADJOURNMENT:**

Hearing no further business coming before the Committee, Mrs. Cyphers declared the meeting adjourned at 6:17 PM

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Katherine Cyphers, Chair

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Robert Schommer, Clerk of Council