



FINANCE COMMITTEE MINUTES

3:00 PM September 20, 2021
City Hall

Present:

Mayor Scott Korthuis
City Administrator John Williams

Councilmembers:

Kyle Strengholt (Chair)
Gerald Kuiken
Nick Laninga

1. **The August 2021 meeting minutes were not available for review.**
2. **The Committee reviewed and approved the Payroll for the month of August 2021.**
3. **August 2021 Payroll Overtime Review**

The committee reviewed the payroll overtime impacts. The Police Department had a total of 200 hours, which was lower than last month's 276 hours total. Shift coverage accounted for the bulk of the overtime. For the Fire Department, there was a total of 642 hours of overtime, which was up significantly from last month's 421 hours. Shift coverage and Kelly days combined for over half of the OT. The Stone Garden Grant incurred 14 hours of OT. Remaining overtime by all other departments was minimal.

4. **Sales Tax - YTD Review and Source Breakdown**

Sales Tax year to date budget to actuals indicated that sales tax receipts were 29.8% or \$492,120 over the projected budget. When year to date 2021 is compared with year-to-date 2020 collections, sales tax revenue reflects a 21.4% overall increase of \$377,214. The numbers were once again stronger than anticipated and better than what we forecast.

5. Council Packet items presented:

- A. None
- B. None
- C. None.

6. Finance Department Informational or Added Items

- A. The monthly financial reports were not available for review.
- B. Review of the budget calendar, specifically regarding the Satellite budgets. Action required is that the Local Tax Advisory Committee meeting needs to be included at the next Finance Committee meeting on October 18th 2021 to approve 2022 Satellite budgets.
- C. None

Meeting was adjourned before 4:00 pm but the exact time was not recorded. The next Finance Committee meeting is on October 18th, 2021.