



## FINANCE COMMITTEE MINUTES

3:00PM June 20, 2022  
City Hall – 300 4th Street

### Present:

Mayor Scott Korthuis  
City Administrator John Williams  
Finance Director Anthony Burrows

### Councilmembers:

Kyle Strengholt (Chair)  
Nick Laninga  
Gerald Kuiken

1. **The Finance Committee reviewed and approved the May 2022 meeting minutes.**
2. **The Committee reviewed and approved the Payroll for the month of May 2022.**
3. **May 2022 Payroll Overtime Review**

The committee reviewed the payroll overtime impacts. The Police Department had a total of 255 hours, which was higher than last month's 173 hours total. Shift coverage accounted for the bulk of the overtime. For the Fire Department, there was a total of 237 hours of overtime, which was also higher than last month's 188 hours. Shift coverage and training accounted for the bulk of the overtime. The Stone Garden Grant incurred 19 overtime hours. 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 34.4% or \$358,966 over the projected budget. When year to date 2022 is compared with year-to-date 2021 collections, sales tax revenue reflects a 12.6% overall increase of \$157,014. The numbers were stronger than forecast with the highest May on record.

**5. Council Packet items presented:**

- A. Consent: Approval of Payroll and Claims. Approved for review by the full Council.
- B. Consent: Introduction of two new positions. The 19<sup>th</sup> Police Officer and the HR specialist positions were reviewed. No objections raised to either position. Item sent on to review by the full Council.

**6. Finance Department Informational or Added Items**

- A. Review of the Monthly Financial Reports. No further action.
- B. The Committee discussed the application for Department of Corrections transitional housing in Lynden. The consensus is not favorable. Further discussion will be conducted tonight at the full Council meeting.
- C. The committee was given an update on the North Lynden Sportsplex. Conceptual drawings were shown to the committee. No further questions at this time. The committee will be updated in the future on this project as cost estimates become available.

**Meeting was adjourned at 4:05 pm. The next Finance Committee meeting is on July 18, 2022.**