



FINANCE COMMITTEE MINUTES

3:00 PM March 18, 2024
City Hall – 300 4th Street

Present:

Mayor Scott Korthuis
Finance Director Anthony Burrows
Accounting Manager Christy Fowler

Councilmembers:

Kyle Strengholt (Chair)
Nick Laninga
Lee Beld

1. **The Finance Committee reviewed and approved the February 2024 minutes.**
2. **The Committee reviewed and approved the Payroll for the month of February 2024.**
3. **The February 2024 Overtime numbers were reviewed.**

The committee reviewed the payroll overtime impacts. The Police Department had a total of 327 hours, which was an increase from last month's 212 hours. Shift coverage, including one holiday and some hold over was the majority of the time. For the Fire Department, there was a total of 206 hours of overtime, which was an increase from the prior month's 144 hours. Shift coverage along with a mix of activities such as lawyer interviews on the Limbaugh case, physicals and other items accounted for the bulk of the overtime.

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

Sales Tax revenues year to date show budget to actuals indicated that sales tax receipts were 3.0% or \$19,352 over the projected budget. When year to date 2024 is compared with year-to-date 2023 collections, sales tax revenue reflects a 2.8% overall increase of \$17,996.

5. Council Packet items presented:

- A. Consent: Approval of Payroll and Claims. Approved for review by the full Council.
- B. None.

6. Finance Department Informational or Added Items

- A. The Monthly Financial Reports were reviewed. Fund balances and beginning of the year expenditures noted. No further action. They will be disseminated to the full Council and Leadership Staff tomorrow.
- B. The Committee reviewed a proposal to enact weekly approval of the accounts payable prior to Council review and approval. The new process was approved by the committee for review by the full Council. A resolution will be written and presented to Council at the April 15th meeting.
- C. None.

The meeting was adjourned at 3:51 pm. The next Finance Committee meeting is on April 15, 2024.