



FINANCE COMMITTEE MINUTES

3:00PM August 16, 2022
City Hall – 300 4th Street

Present:

Mayor Scott Korthuis
City Administrator John Williams
Finance Director Anthony Burrows
HR Director Kari Heeringa

Councilmembers:

Kyle Strengholt (Chair)
Gerald Kuiken

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

The committee reviewed the payroll overtime impacts. The Police Department had a total of 337 hours, which is down from last month's 380 hours total. Shift coverage accounted for the bulk of the overtime. For the Fire Department, there was a total of 630 hours of overtime, which was slightly higher than last month's 248 hours. Shift coverage accounted for the bulk of the overtime. The Stone Garden Grant incurred 8 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 33.0% or \$506,608 over the projected budget. When year to date 2022 is compared with year-to-date 2021 collections, sales tax revenue reflects a 12.1% overall increase of \$220,990. The highest July numbers on record.

5. Council Packet items presented:

- A. Consent: Approval of Payroll and Claims. Approved for review by the full Council.
- B. Consent: The Lynden Community Center Interlocal Agreement was reviewed. No further action required. The item was approved for review and approval by the full Council.
- C. None.

6. Finance Department Informational or Added Items

- A. Review of the Monthly Financial Reports. No further action.
- B. Consideration was given to extending the AWC life insurance benefits to Council members. HR Director Kari Heeringa attended to give cost and benefit details to the committee. No decision made at this time as the committee requested more cost details to be considered at a future date.
- C. The last item considered was the possibility of hiring the CFM Consulting Group to lobby on the City's behalf. After review the committee was in favor of the idea and agreed this item should go to full Council review for consideration.
- D. None.

Meeting was adjourned at 3:44 pm. The next Finance Committee meeting is on September 19th, 2022.