



FINANCE COMMITTEE MINUTES

3:00 PM July 17, 2023
City Hall – 300 4th Street

Present:

Mayor Scott Korthuis
City Administrator John Williams
Finance Director Anthony Burrows
Accounting Manager Christy Fowler

Councilmembers:

Kyle Strengholt (Chair)
Nick Laninga
Gerald Kuiken

1. **The Finance Committee reviewed and approved the June 2023 minutes.**
2. **The Committee reviewed and approved the Payroll for the month of June 2023.**
3. **The June 2023 Overtime numbers were reviewed.**

The committee reviewed the payroll overtime impacts. The Police Department had a total of 256 hours, which is down slightly from last month's 282 hours. Shift coverage accounted for the majority of the overtime. For the Fire Department, there was a total of 264 hours of overtime, which was an increase over last month's 217 hours. Shift coverage 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 17.0% or \$268,050 over the projected budget. When year to date 2023 is compared with year-to-date 2022 collections, sales tax revenue reflects a 7.3% overall increase of \$125,804.

5. Council Packet items presented:

- A. Consent: Approval of Payroll and Claims. Approved for review by the full Council.
- B. Consent: Ord-23-1670 Line of Credit Renewal. This is the one-year revolving line of credit in the amount of \$3M that is held in two banknotes with Banner Bank. The ordinance was reviewed in committee and approved for review by the full Council.

6. Finance Department Informational or Added Items

- A. The Monthly Financial Reports were reviewed in committee. No further action. They will be disseminated to the full Council and Leadership Staff on Tuesday.
- B. Interfund Loan financing options regarding the new Fire Truck were discussed. Approval was again affirmed to use \$600,000 of the Public Safety Fund (F357) money combined with a \$2.2M commercial loan to re-pay the \$2.8M interfund loan from the Water Fund.
- C. The Salary Ordinance for elected officials was again discussed. It was approved for review by the full Council at one of the August meetings. No further action.

Meeting was adjourned at 3:50 pm. The next Finance Committee meeting is on August 21, 2023.