



## FINANCE COMMITTEE MINUTES

3:00 PM February 20, 2024  
City Hall – 300 4th Street

### Present:

Mayor Scott Korthuis  
Finance Director Anthony Burrows  
Accounting Manager Christy Fowler

### Councilmembers:

Kyle Strengholt (Chair)  
Nick Laninga

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

The committee reviewed the payroll overtime impacts. The Police Department had a total of 212 hours, which was an increase from last month's 94 hours. Shift coverage, including one holiday accounted for the majority of the overtime. For the Fire Department, there was a total of 144 hours of overtime, which was a decrease from the prior month's 277 hours. Shift coverage along with a mix of Kelly days and Hold Over 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 2.0% or \$6,541 over the projected budget. When year to date 2024 is compared with year-to-date 2023 collections, sales tax revenue reflects a 2.1% overall increase of \$6,557.

**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. Revisions to the Overtime Report were discussed. Mayor Korthuis recommended that the overtime reports remain as they are for now.
- C. It was agreed that after 1Q 2024 actuals are completed the committee would like to review the “other revenues” line items.

**The meeting was adjourned at 3:44 pm. The next Finance Committee meeting is on March 18, 2024.**