



FINANCE COMMITTEE MINUTES

3:00PM October 17, 2022

City Hall – 300 4th Street

Present:

Mayor Scott Korthuis
City Administrator John Williams
Finance Director Anthony Burrows

Councilmembers:

Kyle Strengholt (Chair)
Nick Laninga

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

The committee reviewed the payroll overtime impacts. The Police Department had a total of 376 hours, which is up from last month's 202 hours total. Shift coverage for regular OT and Holiday OT accounted for the majority of the overtime. For the Fire Department, there was a total of 347 hours of overtime, which was higher than last month's 325 hours. Shift coverage for regular OT and Training accounted for the bulk of the overtime. The Stone Garden Grant incurred 23 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 28.9% or \$606,497 over the projected budget. When year to date 2022 is compared with year-to-date 2021 collections, sales tax revenue reflects a 10.9% overall increase of \$266,293. The highest September numbers on record, again.

5. Council Packet items presented:

- A. Consent: Approval of Payroll and Claims. Approved for review by the full Council.
- B. Consent: The Agreement for Probation Services with Whatcom County was reviewed. No further action required. The item was approved for review and approval by the full Council.
- C. New Business: The 2023 Preliminary Budget was reviewed. After some discussion surrounding the key items in the budget the item was approved for introduction and full review at tonight's Council. No further action required at this time.
- D. None.

6. Finance Department Informational or Added Items

- A. Review of the Monthly Financial Reports. Councilman Strengholt asked that additional pie charts be added to the expenditures. No further action required.
- B. None.

Meeting was adjourned at 3:44 pm. The next Finance Committee meeting is on November 17th, 2022.