



Finance/Administration Committee

Subject	Meeting Agenda	Date	06/03/20
Recorder	City Clerk Rhiannon Fernandez	Start Time	5:00 PM
Committee Chair	Ed Stern	End Time	6:30 PM
Committee Members	Jeff McGinty, Gary McVey, Ed Stern		
Staff Present	Mayor Erickson, Finance Director Booher, City Clerk Fernandez, Human Resources Manager Kingery		
Agenda			
No.	Topic	Action/Recommendation/Discussion	
1.	Administrative:		
	a. Questions & Concerns of the Committee	Discussion held regarding jail costs and medical costs associated with the jail. The court reviews the bill every month to make sure we are being charged for the correct people. Jail costs are a growing statewide concern and they increase significantly each year.	
	b. Agenda and Extended Agenda Review	Erickson will talk with PW Superintendent Lund about Neighborhood Streets implementation. This will need to be reviewed further as part of a full budget discussion.	
	1. 06/03/20-Members Absent-		
	2. 06/17/20-Members Absent-		
	c. Committee Minutes of May 20, 2020	Approved.	
2.	Agenda Items:		
	a. CARES Proposed Funding	Booher reported the City is ready to move forward with the CARES Agreement and reviewed anticipated uses. These are federal funds for up to \$335,400 in reimbursements. They must be expended between March 27-October 31, 2020 (submitted prior to November 15, 2020). The committee expressed concern about spending money for something we think will qualify and getting denied on the reimbursement. It was suggested to also leave a balance on the proposed spending to allow room for other suggestions. A presentation of the recommended expenditures will be given at a future council meeting.	
	b. Noll/Johnson Parkway Funding	Booher gave an update that the bids came in much less than the engineer's estimate. The gap is about \$1.6MM. They need to look at the impact fees to make sure they are accurate and then take the total amount due and go	

		<p>out for debt in 2021. Due to the lower than expected amount, the City may not want to go out for a long-term general obligation debt. They could do an interfund loan or a bank loan. They will also look at REET funds. They are reviewing all the options, but they don't plan on going out for debt until 2021. They will continue to provide updates as the project goes along.</p>
	c. Real Estate Excise Tax Report	<p>Booher reviewed the REET collections which is at 31% of the projected budget.</p>
	d. Monthly Sales Tax Report	<p>Booher reviewed sales tax collected in March received in May, which is down 22% over the same period last year. She noted some businesses have chosen not to pay their taxes (the state is not assessing fees for late payments).</p>
	e. Budget Discussion	<p>Erickson reviewed ideas to respond to the revenue deficits: as people retire, not rehire, but distribute job duties (also looking for voluntary retirement/separation package); recently acquired services/programs that we cannot continue to do may be discontinued; and potential revenue increases. More specifics will be given on July 1.</p>
3.	Mayor and Department Head Comments:	<p>None.</p>