

MINUTES BUDGET & FINANCE COMMITTEE

JULY 11, 2011

Jean Soine called the meeting to order at 5:35 p.m. Other members present were Renee Eckerly, Belinda Ludwig, and Dennis Zimmerman. Kirk Johnson was absent.

No minutes available for approval.

DISCUSS THE LIMITS FOR INVESTING INTO GOVERNMENT AGENCIES

Eckerly distributed the June 2011 summary from MorganStanley SmithBarney regarding investments. The City currently has 25.31% invested in Government Agency bonds and 74.04% in certificate of deposits. Eckerly reported that 3 years ago the percentages would have been the opposite. The Committee discussed the risk in Government Agency bonds. The Committee suggested that page 2 of the summary report be put on the Council agenda monthly to keep everyone aware of the percentages. This would give any Council member the opportunity for discussion. This change is because Fannie Mae, Freddie Mac, and Sallie Mae are guaranteed by the agency that issues them, not the Federal Government.

2012 BUDGET

Payroll Days – Eckerly reported she had not had time to address this yet. The Committee stressed the importance of changing the payrolls dates for budget reasons. Eckerly will email out an update this week and Committee agreed to have a special meeting the week of July 18th to take action on this item.

State Status Update – no news.

Police Transcription – Eckerly reported that Motor Vehicle business has slowed down with the State shutdown, so staff has been able to get some of the transcription done on the more important cases. Chief Kortlever is researching to see if there is any money in the budget to contract with someone to come in and just do the transcription when it gets too busy for staff to handle. Eckerly has research different machines on the web but didn't find anything compatible with current equipment to do voice recognition. Chief Kortlever has contacted other agencies to see what they are doing and they have not had reduced labor forces so it is not an issue for them. The Committee discussed having staff adjust work hours to be uninterrupted, but felt that this was unnecessary.

It was discussed to try to manage the flow of motor vehicle customers by requesting dealers to come in during a certain time period and rotate assigning 2 staff to work the Motor Vehicle so the rest can work uninterrupted. Customer service concerns were discussed with staff at their desks and customers waiting in the lobby. Department Heads need to find ways to prevent interruptions in work flow.

Eckerly reported that Mergen wants the Committee to be informed that the weekend on call staff will be running the irrigators when the weather is nice because the ponds are very high due to the

rainfall. This will incur overtime. This must be done or the City will have big issues in the fall. The Committee noted this is another reason to change the payroll period.

Eckerly reported that Mergen wants to add to the Water/Sewer budgets a part time (67 days) employee. He feels the reduction in staff is causing an increase in maintaining costs to Water and Sewer which are main services being provided by the City. Eckerly reported that she informed Mergen that this will be a hard sell and that he will need to come to Budget & Finance with a report proving that the maintenance costs were not from normal wear and tear. Committee discussed water/sewer rate increases being similar to a tax increase and with the economy people don't have the money.

There being no further business, the meeting was adjourned at 6:07 p.m.