Finance Commission
Meeting Minutes
June 13, 2024 - DRAFT

Roll Call/Announcements

The Finance Commission (FC) meeting was called to order at 6:30 p.m. Chair Bester called the roll.

Commissioners Present: Siafa Barclay, Bruce Bester, Kevin Davy, Dan Sagisser, and Anna Vervoort

Commissioners Absent: Sadiq Dahir, and Joe Tupy

Staff Present: Finance Director Michelle Pietrick

Receive Public Comments

There being no one present wishing to speak to the Commission on an item not on the agenda, the Chair moved to the next agenda item.

Approval of Meeting Minutes

Chair Bester asked if there were any changes to the minutes.

Commissioner Barclay moved, seconded by Commissioner Vervoort to approve the May 14, 2024 meeting minutes as presented. The motion carried unanimously.

Receive Finance Commission Recommendations Tracking Report

Chair Bester reviewed the Finance Commission Tracking Report.

Continued Discussion on Joint Meeting with City Council

Finance Director Pietrick stated the Finance Commission will meet with the City Council at the June 17, 2024, meeting.

Commissioner Barclay thought there would be a discussion on the CIP that was discussed at the last meeting.

Ms. Pietrick indicated this will be a discussion topic at the next couple of meetings.

Ms. Pietrick explained historically at the joint meeting the Finance Commission highlights a few things that were accomplished in the past year. She indicated the investment portfolio performance will be included in the joint meeting for discussion.

Chair Bester wondered what the Commission thought about the Council and Mayor getting to know each Commissioner a little better. He thought maybe the topics could be divided up amongst the Commissioners to present to the Council.

Commissioner Sagisser indicated because he is not the Vice Chair of the Commission anymore, he is going to pass on that this time. He indicated he did not like having to present to the City Council. He noted he would present a topic if needed.

Chair Bester indicated he would like Commissioner Sagisser to present something because he thought the City Council liked him and he did a good job previously making a presentation.

Commissioner Sagisser asked what Chair Bester would like him to present. He wondered if he should present the electric fire engine purchase recommendation.

Chair Bester thought it could be explained that the Commission recommended the purchase because there are grants involved that would help to pay for the purchase.

Chair Bester indicated he would present the investment portfolio proposal to the City Council and thought this was ready for the City Council to make an approval of some sort.

Chair Bester asked if investing in the equity investment fund was premature.

Ms. Pietrick indicated she did have some limited funds that could be invested at this time but she would not be willing to invest 1.5 million dollars. She indicated the Capital Improvement Plan needs to be squared away first.

The Commission concurred.

Ms. Pietrick indicated the last thing she wanted to do was bring a resolution forward and the City Council would deny it.

Chair Bester thought the Commission should bring forward wording such as "The Finance Commission is ready to make a recommendation and realize that the figure has to be determined by the Finance Director, but the Commission wants the City Council to know should the Finance Director come with a recommendation, the Finance Commission is behind it".

Commissioner Sagisser indicated wording such as "The Finance Commission recommends the City Council allow the Finance Department to begin investing the City's reserves", he wondered how that should be worded.

Ms. Pietrick explained in the State Statute it references long term capital reserves and the city policy references investing through the state Investment Board.

Commissioner Sagisser refined the wording to say, “The Finance Commission recommends that the City Council allow the Finance Department to begin investing the City’s funds held for eligible long-term capital investments into equities as managed by the State Investment Board”.

Chair Bester moved, seconded by Commissioner Sagisser to recommend the City Council allow the Finance Department to begin investing the City’s funds held for eligible long-term investments into equities as managed by the State Board of Investments. The motion carried unanimously.

The Commission also reviewed the list of activities that have taken place at the meetings which might be discussed at the joint meeting.

Discussion and Recommendation for Refunding Water Meter Deposits

Finance Director Pietrick reviewed the refund recommendation for water meter deposits and the reason why the deposits are now going to be refunded to the residents that paid these deposits. Both the water and sanitary sewer fund derive revenues based on the gallons consumed as read by the meters. The water fund paid for all costs associated with the meters and the sanitary sewer fund did not contribute towards the costs. Therefore, it makes sense that the sanitary sewer fund be utilized to make the refunds.

The Commission discussed the recommendation with Ms. Pietrick.

Commissioner Davy made a motion, seconded by Commissioner Barclay to make a recommendation to transfer money from the sanitary sewer fund to the water fund so refunds of the water meter deposits can occur in the third or fourth quarter of 2024. The motion carried unanimously.

Staff Update

Ms. Pietrick updated the Commission on City projects.

Future Meeting Topics and Work Plan

- Update on the Campus Master Plan and sales tax given by City Manager Trudgeon
- First review of the 2025-2044 Capital Improvement Plan

Adjourn

Chair Bester made a motion, seconded by Commissioner Vervoort, to adjourn. The motion passed unanimously.

The meeting adjourned at 7:41 p.m.