



## City of Powell Finance Committee

### MINUTES September 12, 2017

#### Attendees:

Tom Counts, Frank Bertone, Dan Swartwout, Brendan Newcomb, Jim Hrivnak, Jane Van Fossen, Steve Lutz, Jessica Marquez, and Debra Miller

#### Approval of minutes

Minutes were approved as printed.

#### Financial Reports for August 2017

Ms. Miller reported that the municipal income taxes are coming in at a steady 4% growth over last year. Expenditures are in-line with the budget.

Mr. Swartwout asked about the Information Technology budget as it wasn't line with the budget in the report. Ms. Miller explained how most of the expenditures are capital and those expenditures were done in the first part of the calendar year. However, by year-end the expenditures would be in-line with the budget.

#### RITA Retainer – Change

Ms. Miller explained the recent history of where the RITA retainer has been for the City. It started out at 2.5% approximately 5-6 years ago and the City was having to add additional funds every August that was becoming substantial – close to \$30,000. Staff recommended a change to 3.25% retainer and that is what the retainer is currently. A report (located in the packet) shows that the City has been gradually getting a larger refund to the point that the refund is becoming substantial – close to \$30,000. RITA is a growing entity that as more governments join the costs that are shared become smaller to each community. Staff recommended a change to 3.10% retainer and asked the committee give a thumbs up or down for the change. Thumbs up was given by the committee therefore, Ms. Miller will precede and get a letter ready for the City Attorney to sign-off on.

#### Post-Issuance Compliance Policy – Revisions

Ms. Miller did an overview of the changes being recommended by the National GFOA's Best Practices. Time was taken to understand the timing of the material events disclosures using the City's changing bond rating as an example.

Ms. Miller explained the City usually stays with a plain vanilla or boilerplate Continuing Disclosure agreements. So, the odds that the City would have to utilize the new area on Continuing Disclosure execution is not high.

Mr. Counts and Mr. Swartwout gave Ms. Miller several grammar and punctuation changes to incorporate into the policy before taking to City Council.

#### Fiscal Responsibility and Management Policy – Revisions

Ms. Miller explained that this policy is the “catch-all” policy for multiple areas that if they had a separate policy would only be a few sentences or a small paragraph.

Two new best practices involved the education of employees with regards to their fringe benefits – pension and deferred compensation. Since, the City is not involved with the actual running of these plans, the City doesn’t have the same responsibilities as an entity that does. This is where the original word “fiduciary” in the title of this new section had issues with several members of the committee. Therefore a title change of the section needs to occur.

Mr. Bertone asked for more details on how the City explains its benefits and who is present at those meetings.

Mr. Counts and Mr. Swartwout gave Ms. Miller several grammar and punctuation changes to incorporate into the policy before taking to City Council.

#### 2016 City Council Goal – Fiscal Sustainability/Capital Funding

Mr. Counts and Mr. Hrivnak asked a variety of questions on the Ballot Issue Timetable. Ms. Miller stated that she would send out the document to all the committee this week.

Mr. Counts began the discussion on the Capital Improvement Funding Committee. The committee discussed a variety of ideas on how to get a good representative make-up of the City (residents/business) on the committee. All Council members have been or will be asked to identify a few (2-3) individuals who they think would be good candidates to serve on the committee.

The Finance Committee also discussed that amount of work that will be needed by the committee and each Council member can discuss that with their nominee before submitting their name. The new committee is anticipated to meet on a regular, on-going basis for about a 6 month time period. Names are to be submitted to Mr. Lutz by the next City Council meeting.

Once all the recommendations are received, City Council will appoint members to the committee considering the diversity needed to represent the City.

#### Other Business

Mr. Lutz handed out the Capital Improvements Planning worksheet dated July 1, 2017 that the committee discussed in July. He asked where the finance committee was comfortable starting the construction cost negotiations. A variety of committee members gave their thoughts on where they were comfortable to start with – the original cost estimate.

#### Adjourn

Committee adjourned at 7:54 pm.