



City of Powell Finance Committee

MINUTES January 8, 2019

Attendees:

Tom Counts, Dan Swartwout, Frank Bertone, Melissa Riggins, Jon Bennehoof, Brendon Newcomb, Steve Lutz, Debra Miller, and Jessica Marquez.

Call to Order

Approximately 7:00 p.m.

Approval of Minutes

Minutes were approved as submitted.

Financial Reports for December 2018

Ms. Marquez went over the Finance Directors Report highlighting the municipal income tax collection and the research staff was working on with RITA. Ms. Marquez and Ms. Miller will keep the committee up-to-date on their findings.

Ms. Marquez stated that expenditures were in-line with budget with 95% being the highest usage of a particular department budget. Mr. Counts asked if any expenditure had been postponed or delayed in the budget and the response was nothing had been postponed/delayed. Ms. Marquez also brought the Development revenue comparison to expenditures to the committee's attention including letting them know a few of the ways staff was reviewing and monitoring the revenues.

Last, Ms. Marquez went over the 2018 Cash Flow with the City ending up in the black.

HB 312 Changes to Credit Card Policy (Personnel Manual Ordinance#2016-46)

Mr. Counts asked if this was basically the same policy as they had seen previously. Ms. Marquez and Ms. Miller replied yes. Ms. Marquez updated a few spots to comply with the HB312 legislation after she completed the training in December. The committee was reminded that the policy would be on next week's City Council agenda because it needed to be approved before February 1st.

Mr. Bennehoof mentioned that there was software apps that could take pictures of receipts at the time of purchase that may be worth looking into because of the rigid language for loss receipts.

Mr. Swartwout discussed his dislike of the word “may” in the lines discussing discipline. The committee discussed the point and decided to change the work to “will”.

Vehicle License Tax

Ms. Marquez stated that Ms. Miller had discovered an article discussing the ability to raise the vehicle license tax by \$5.00 beginning January 1, 2019. Ms. Marquez reviewed the information including that if the City was interested in doing this for 2020 that an ordinance/resolution would need to be passed before July 1st. The committee was interested in this new revenue source but at least member was interested in waiting a little bit until there was more direction on how City Council was going to move forward with the failure of the November 2018 ballot issue. Ms. Miller will be putting this back on the April Finance Committee agenda for the committee for further discussions.

Appropriation Request(s)

No requests.

Other Business

Mr. Bertone asked about the Fraud Prevention activities of the City. Ms. Marquez and Ms. Miller listed several items in a variety of areas. Mr. Bertone is familiar with this and will be sending a check list to Ms. Marquez and Ms. Miller for their review.

Adjournment at 7:40 pm